

Friends of the Lincoln Public Library Board Meeting, January 14, 2025

Willow Room, Twelve Bridges Library, 10:30 a.m. -12:00 p.m.

[for approval on February 11, 2025]

I. Call to Order: President Teresa Lai Stanislaw called the meeting to order.

II. Welcome/Introductions –

III. Conduct Roll Call; confirm quorum – Linda Morley took roll and confirmed quorum.

IV. Consent Items: approval of board min December

a. Approval of Board meeting minutes: No objections or comments so deemed approved by Teresa.

V. Library Report – Kathryn Hunt - Book locker: integration fine tuning is in process with connections being finalized by the vendor. Teen intern recruitment : there were 70 applicants and interviews have been completed. Will make decisions on 5 finalists in the beginning of February. Tonie Jenkins is conducting scavenger hunts with high school English classes to teach students how to use the library. This activity has proved popular with students and patrons. The library will be starting a community outreach program beginning with a patron/resident survey. Getting programs back up and running after the holidays. Cardboard recycling bins move anticipated for Summer. RAL will start in March.

VI. Officer/Director Reports

A. President – Teresa Lai Stanislaw – Distributed Conflict of interest statements to be signed and returned by all board members. Verified that all board members are current members of FOLL. Gloria will chair BDOG committee. Neil will chair the Finance Committee with Mary Nader filling the member at large position. Teresa will give LAB/LAC report on Feb 5. Reading of a complimentary letter of support from a very generous December donor. FOLL has been nominated for a 2024 Service Award by the Lincoln Chamber of Commerce. Linda D says Kathryn Hunt will allow us to put voting solicitation on our FOLL table and the Chamber can provide a QR code voting link . We can solicit votes via Mail Chimp to our subscribers and post on Facebook and Instagram.

B. Vice President – Dawna Hawksworth – No Report

C. Secretary – Linda Morley – No report

D. Treasurer – Gloria Pilotti-Irey: December revenue \$13,758 (memberships, donations, book sales and a \$2,000 grant). Paid for book locker and “Read to Me” baby literacy books. Rec \$200,000 restricted funds from City and will record the deposit and liability per the MOU. Expect to have year-end financial statements and hardcopy records for review on January 20th Working on 2024 Annual Report and will send out draft prior to Feb meeting. Working title is “Enhancing Delivery of Library Services.”

E. Book Sales Director – Sharon Gorley: Dec Book sales \$1182 YE 2024 = \$27,902 Nonstop donations coming in since Jan 3.

F. Community Outreach Director – Linda Derosier: Described CoC Business Excellence Awards and emailed board members the voting link and reported that the award dinner is Feb 7. Attended Lincoln Serve committee and DLA meetings. Helped with Candlelight Concert setup. Cancelled participation in DLA Santas Workshop event due to weather.

G. Grants Director – Neil Cochran: Received a \$2,000 grant from a family foundation and sent a thank you. Received Lincoln Hills Foundation grant \$11,150 for 2025 which is again designated for large print & audio books and Hoopla.

H. Membership Director – Cassandra Hawley-Davis: YE 342 members = \$14,790. working with Gloria and Karen on emailing and postal mailing requests for membership from Family Art Night attendees and former members who have not yet renewed. These will all be completed by the end of this month.

I. Newsletter Director – Karen Lindh February newsletter plans: Time to renew membership, book lockers, RAL, February author visit, Stickerpalooza, national library lover’s month (Feb), TAB, LAB, family movie night, FOLL 2025 board photo. Why I am a Friend and welcome new members.

J. Volunteer and Hospitality Director – Wanda Melilli – Candlelight concert was sold out but unfortunately, we had some no shows due to weather. Will obtain a current list of volunteers.

K. Website and Social Media Director – Lynne Rossi: To provide access to content from any machine she has created a Google Drive for storing word docs and photos. Doc folders will be Brand Images, Bylaws & Standing Rules, Issued Policies, and Issued Procedures. Two photo folders will contain subfolders for events and contain current and past year photos. All other prior year photos will be retained on the L drive. To keep the price down we will use a single sign-on although storage fees paid may increase according to the volume of photos. The project is still in the early phase and a user manual is under preparation.

VII. Standing Committee Reports:

A. BDOG – Gloria – submitted registration and will establish team.

B. Fin Review Committee- Neil will meet with Gloria to determine when to complete the audit with Mary Nader.

C. Carryover business- Dawna described the revised Combination Lock Box policy. Dawna made motion and Karen 2nd. Discussion and clarification of new policy. Vote approved unanimously.

VIII. NEW BUSINESS

Gloria- As part of the MOU the city has agreed that FOLL may keep interest earned on the \$200,000 city funds. Motion made: Gloria Pilotti, FOLL Treasurer, is authorized to open a Certificate of Deposit with Umpqua Bank for \$200,000 with a term of 9 months or less. Authorized signers are Gloria Pilotti, Treasurer, and Teresa Lai Stanislaw, President. Wanda made motion and Linda D seconded. Motion passed.

Teresa- 2025 Board Roundtable. Linda D suggested we use this time for Google Drive and Canva training in the technology center. Dawna suggested there be a discussion on how to recognize major donors. Date set for March 25 10a-1p including lunch. Gloria will check with library for tech center res and Linda D will check with Meridians for lunch res.

A. Board Action

B. Board Action:

C. Discussion:

IX. General Announcements, Closing Comments:

Neil- discussion of FOLL motto / mission statement and goals.

Linda D – Reminder to all board members to be sure to record their hours each month so Lucia and prepare her monthly volunteer hours report for Kathryn Hunt.

Karen L- will work with Teresa to create a MailChimp Chamber of Commerce a “get out the vote” email.

Adjourned at 11:55 a.m. – Next meeting, Feb 11 , 2025, in the Willow Room.

Attendance:

Board Members: Teresa Lai Stanislaw, Dawna Hawksworth, Linda Morley, Gloria Pilotti-Irey, Linda Derosier, Neil Cochran, Cassandra Hawley-Davis, Karen Lindh, Wanda Melilli, Lynne Rossi (via Zoom).

Library Staff: Kathryn Hunt

Members and visitors: none

Submitted by Linda Morley, Secretary