

**Friends of the Lacey Library
Board Meeting Minutes
Wednesday, November 14, 2018**

Call to Order:

President Jane Collins called the November 14, 2018 meeting of the FoLL Board to order at 12:00 p.m.

Members Present:

Holly Paxson, Pamela Warner, Larry Russell, Becky Russell, Mary Gardner, Jane Collins, Carol Eagles, and Dennis Powell.

Minutes:

A **motion** was made, seconded and passed to approve the minutes of the Board Meeting of September 5, 2018.

Library Manager's Report:

See attached.

Treasurer's Report:

Larry stated that the current balance of FoLL in the month ending October, 2018 is \$52,038.44. He added that he is working with Paul to make the reconciliation match the financial report. He has back-ups. The paperwork has been filed with the Secretary of State's office to list the FoLL as a charity.

Committee Reports:

Book Sales:

Next book sale coming up November 30, 2018/December 1, 2018. We need volunteers. The Elma Timberland Library will pick up books we do not want.

Internet Sales:

No report.

Book sort/Sale set-up: No report

Book Place/Lobby Cart: No report

Publicity: No report, Vacant position

Newsletter:

We need a new person to do the newsletter, or we need to eliminate the position and use the website instead. We will promote the website. There was much discussion/debate about the need to prepare and distribute a paper newsletter versus an e-mail version versus posting everything on the website. Pam Warner volunteered (possibly) to do a limited newsletter, either electronically or via paper.

Website:

Dennis Powel demonstrated our remade website. It can now show information (with pictures) detailing our activities.

Old Business:

Publicity:

Becky has created the bookmarks for 2019 to give away at the next sale. There was much discussion about how to publicize the next book sale. The suggestions were to send out a mass e-mail to members, place posters in several locations, and contact schools.

TRL Remodel Project:

It was moved, seconded, and approved to use PayPal as a conduit for accepting electronic donations for the TRL Remodel Project. Larry reported that he has set up a separate suffix within the Friends' account at Twin Star Credit Union to receive these funds. He will set up the PayPal account and Dennis will add it to the website.

Books for Babies: Since Rosemary will no longer be able to purchase books for babies, it was tabled for further discussion.

Upgrades:

A new fan was installed in the back room where the books are stored between sales. It is reported to be helping to keep the room cooler than it was.

New Business:

Larry has prepared an FOLL operating budget for 2019. A special board meeting will be held on November 19, 2018 to discuss the budget and finalize it to present it to the membership at the January 9, 2019 meeting.

Special Meeting:

A special FoLL board meeting was called to review with the Library Manager, Holly Paxson, the estimated budget and financial support she could expect from the Friends for 2019, before she presents her Lacey Library budget to Timberland. A motion was made by Paul Brunner and seconded by Larry Russell to approve her estimate. A final vote on the FoLL budget will take place at the January meeting.

A second item, the purchasing of gift cards of \$10 each for all library staff (32 people) as a holiday thank-you from FoLL was introduced. It was moved and seconded to provide the gift cards for the library staff.

Present: Larry Russell, Becky Russell, Carol Eagles, Paul Brunner, Loretta Linstad, and Jane Collins

Adjournment: The meeting was adjourned at 2:00 p.m. The next meeting will be the annual membership meeting, to be held on Wednesday, January 9, 2019, in the Lacey Timberland Library meeting room at noon. Vice President and Treasurer positions will be elected, and the new operating and library support budgets will be presented for voting by the membership.

Respectfully submitted,
Becky Russell