

Friends of the Lacey Library General Meeting

Board Meeting Minutes

Wednesday, January 8, 2020

Call to Order:

President Jane Collins called the January 8, 2020 General Meeting of FoLL to order at 12 Noon.

Members Present:

Rosemary Conor, Holly Paxson, Larry Russell, Becky Russell, Carolyn StClaire, John Grausam, Dennis Powell, Loretta Linstad, Mary Gardner, John Johns, Gayle Newsom, and Barb Agee.

Minutes:

A **motion** was made, seconded, and passed unanimously to approve the minutes of the November 13, 2019 meeting as amended.

Reports

Library Manager's Report: Holly stated that the Library is facing a reduced budget and has been tasked to reach underserved areas. Employees will be cross-trained to work both in libraries and out in the Community. The decision was made that libraries will no longer collect fines on overdue books. However, articles not returned after 28 days will be billed at their full replacement cost.

Treasurer's Report: Larry reported a total of \$102,430.97 in our accounts including our Special Project Fund of \$44,065.39. He noted that the minus figures in our income source balance are a result of the fact that our sales have exceeded our budget projections.

Book Sales/Sort: Loretta said that the advertisements for our sales are working very well. The one-half pricing for FoLL members on Friday afternoon has turned out to be a good arrangement.

Lobby Cart/Book Place: Only two boxes remain to be placed on the Lobby Cart. The books have been moving quickly.

Historian: No Report

Internet Sales: Paul reported that there are 78 products listed on-line. Thirty-two items sold for a total of \$1211.00. The listed items originate primarily from those books that we sort on Monday. Paul believes that we could increase our revenue from these sales if we had a hand-held scanner.

Publicity: Rosemary stated that she has been posting advertisements of the sales primarily on-line. It appears to be working as we have had an increased number of shoppers at our sales.

Membership: Mary reported that forty-five members have renewed by this date. She expects that there will be many more renewals at the February Book Sale on January 31, 2019 to February 1, 2020. Our total members stand at 175 members including our 130 Lifetime memberships.

Website/Mailchimp: Dennis stated that we had 162 visitors to the website. We received a twenty dollar donation on Pay Pal. Currently there is \$444.00 available to be transferred to our account.

Dennis will post all February notices on January 17, 2020 and update all information.

Newsletter: Vacant position.

Old Business:

Building Remodel Update: Holly announced that 40 people attended a public informational meeting regarding the remodel. The architects will be finishing the plans in February; at that point, the remodel goes out to bid for a contractor. When the bid is accepted, the dates for library closure will be announced. The City of Lacey has made space available to FoLL for storage of books and room for our book sales if necessary.

Remodel Fundraising Update: Holly reported that \$47, 595 has been raised for the remodel to date. John stated that grant requests have been sent to Walmart and Boeing to help fund the remodel.

Quilt Raffle and Drawing: Mary reported that the quilt raffle went well, raising \$400. The drawing was held during November's book sale.

Merritt Manor: Jane will be attending a meeting on January 9th to get clarity on the role that FoLL can play at these new housing units for families.

Approve additional \$5,000 for remodel project: The Lacey Library has requested that FoLL donate an additional \$5,000 for the remodel. A motion was made, seconded and passed unanimously to provide an additional \$5,000 for the remodel.

New Business

FoLL Board Elections for President and Secretary (two year terms): Jane delegated to Paul the task of holding elections for President and for Secretary. Nominations were opened for President. Jane nominated John Grausam. No other nominations were made. A vote was taken to elect John Grausam as President of FoLL for the calendar years 2020-2021. The vote was unanimous. Nominations were opened for Secretary for the years 2020-2021. Mary nominated Carolyn StClaire. No other nominations were made. A vote was taken to elect Carolyn as Secretary. The vote was unanimous.

New method of membership notification: Mary will send thank-you notes to new and renewing members. At the same time she will check to make sure we have accurate contact information.

Books for Babies: Mary stated that she would continue to lead the Books for Babies project. However, she was concerned that no funds to purchase the books appeared in our budget. A motion was made, seconded and passed to allocate \$500 to the Books for Babies program. The budget is finalized in March, and the issue will be revisited at that time.

Purchases of shopping bags and scanner: Loretta noted that we need more shopping baskets for our book sales. She was authorized to order 12 baskets. Paul was authorized to purchase a scanner for up to \$300.

Volunteer Guidelines/Conduct: Paul will assemble a committee to review our current guidelines. The group will study the guidelines and suggest any necessary changes based on their discussions.

Membership dues - Increase Jane asked if there was a need for FoLL to increase membership dues which are currently \$5.00 per year. After discussion the consensus of the Board was to leave them as they are and revisit this question in 2021.

November Meeting Date Change: The November, 2020 meeting is scheduled on November 11. Since this is Veteran's Day and the library is closed, a new date for our meeting was required. The FoLL meeting will be held on November 18, 2020.

Adjournment: The meeting was adjourned at 1:35 p.m.

Date of Next Meeting: The next meeting will be held on Wednesday, March 11, 2020, at noon, in the Lacey Timberland Library meeting room.

Respectfully submitted,
Carolyn StClaire,
Secretary