

Friends of the Lacey Library General Meeting
Board Meeting Minutes
Wednesday, March 11, 2020

Call to Order:

President John Grausam called the March 11, 2020 General Meeting of FOLL to order at 12 Noon.

Members Present: Rosemary Conor, Holly Paxson, Becky Russell, John Grausam, Dennis Powell, Loretta Linstad, Marv Gardner, Carol Eagles.

Minutes:

A motion was made seconded, and passed unanimously to approve the minutes of the January 8, 2020 meeting as amended.

Reports:

Library Manager's Report: Holly reports that the Lacey TRL remodel is tentatively scheduled to begin after August 10, 2020, allowing for the August Book Sale in the library, but the October book sale may need to be held in the City Hall community room.

The TRL website at TRL.org under 'About Us' has info on the 2020-2022 Strategic Directionæ used by library staff to prioritize services and programming. Also available are updates on TRL's actions for public health & safety regarding the COVID-19 virus.

Building: The City police department installed a secure gate across the entrance to the rear parking lot (library dock access) and LA library staff have one access card for the after hours loading/unloading from vehicles. Pedestrian or bicycle traffic in the rear parking lot is no longer permitted.

Remodel Fund Update: The remodel fund now has \$55,000 and we are \$20,000 away from reaching our goal for private participation.

2020 Census: A TRL flyer is available with info on responding to the 2020 Census online and the value of filing a census report which impacts funding for many public agencies.

Outreach to Business Community: John reports that he is looking into having FOLL listed on the State Employees Combined Fund Drive, as one of the choices for state employee contributions. Other community partners are United Way, Amazon Smile, NisquallyTribe, Home Depot (Fones Road). There are 25 businesses with prior and active partnerships. A motion was passed to add a section to the FOLL website for community partner recognition.

Virus Protection - Best Practices: TRL has 4 stages of COVID-19 response on the trl.org website. Holly reported via email on March 11, 2020: At 4:15 p.m. today all TRL staff received notice that beginning Friday, March 13th, all TRL libraries including Lacey will move to a Circulation-only based service model to reduce public gathering in response to the COVID-19 virus.

What this means for the Friends: For the rest of March there will be:

No book sorts on Mondays

All donations will no longer be received at the Library

No volunteer work (which includes Friends volunteers).

Please plan on cancelling the April book sale.

TRL is at stage 2 response beginning Friday, March 13, 2020, as described above.

Treasurer's Report: Becky Russell reporting for Larry Russell. Financial reports for January and February, 2020 were presented. Becky reported a total of \$105,635.72 in our accounts, including \$48,758.96 in the Special Projects Fund. A motion was passed to approve the FOLL 2020 budget. GoDaddy, our website provider has notified FOLL that our website is not secure and how it can be improved. Larry Russell, Becky Russell and Dennis Powell, will meet and discuss GoDaddy's proposal.

Book Sales/Sort: Loretta Linstad There are new volunteers for the book sort. Loretta will purchase gloves for volunteers working at book sales/ book sorts. It is recommended when handling cash/books to wash hands, wear gloves, wash hands again after removing gloves.

Book Place/Lobby Cart: Carol Eagles. May need to weed free shelves.

Historian: John Grausam. Collecting information as required.

Internet Sales: Paul Brunner. No report.

Publicity: Rosemary Conor. No changes in publicity distribution.

Membership: Mary Gardner. 102 annual memberships. 130 Lifetime memberships.

Website/MailChimp: Dennis Powell. The February MailChimp had 167 deliveries with 108 emails opened.

Old Business:

New Business:

Replace Current pallets in storeroom. John has received an in kind donation from Home Depot (Fones Rd).

Adjournment: The meeting was adjourned at 1:30 p.m.

Date of Next Meeting: The next meeting will be held on Wednesday May 13, 2020, at noon, in the Lacey Timberland Library meeting room.

Respectfully submitted,

Rosemary Conor for Carolyn St. Claire, Secretary