

**Friends of the Lacey Library General Meeting
Board Meeting Minutes
Wednesday, January 27, 2021**

Call to Order: President John Grausam called the January 27, 2021 General Meeting of FoLL to order at 12 Noon.

Members Present: (via Zoom) Rosemary Conor, Rob Conor, Holly Paxson, Larry Russell, Becky Russell, Carolyn StClaire, John Grausam, Dennis Powell, Jane Collins, Loretta Linstad, Mary Gardner, Marion Lemon, Ralph Chappell.

Minutes: A **motion** was made, seconded, and passed unanimously to approve the minutes of the March 11, 2020 meeting.

Reports:

Library Manager's Report: Holly discussed the necessary changes in Library Service resulting from the Covid -19 pandemic. To continue serving patrons, the Summer Program was held virtually, a diverse program of digital services was utilized, and no contact take out service is continuing for hold check-outs. Tax form pickup will occur soon. For tax help, patrons should call, 360 592-3489. Lucky Day Libraries will be set up in Hawk's Prairie and possibly at the Capital Mall. Holly showed slides of the re-model which is almost complete.

Treasurer's Report: Larry presented copies of the FoLL budget for the year of 2020. Because of the pandemic, FoLL has been unable to hold any book sales or other fund-raisers. As a result the balance at the end of December, 2020, is \$24,345.37. A **motion** was made, seconded, and approved unanimously to approve the 2020 FoLL budget. We reviewed the Lacey Timberland Library Budget for 2021. Although FoLL has received a \$6500 grant from the Nisqually Tribe for the 2021 year, the budget shows that we still do not have adequate funds to contribute as much as usual to the Lacey Timberland Library. Holly is asking that we donate \$13,000 plus an additional \$1,000 to fund joint virtual programming for a total of \$14,000. A **motion** was made, seconded and passed unanimously to donate FoLL funds of \$14,000 for support of Lacey Timberland Library programs in 2021.

Book Sales/Sort: Loretta reported that library patrons have been contacting her regarding making donations to the Library. She has asked that they store their donations until the Library can re-open and we can resume book-sorts and sales. There is a possibility that we may be able to hold a book sale in the parking lot at some point.

Lobby Cart/Book Place: N/A

Historian: John has been continuing to catalog materials for FoLL.

Internet Sales: A volunteer is needed for this position which includes the duties of reviewing books for possible internet listing, appropriate pricing and mailing purchases.

Publicity: Rosemary will continue publicity as needed.

Membership: Mary reported at the end of 2020, FoLL had 102 members. A **motion** was made, seconded and passed unanimously to extend this membership free to the end of 2021. The membership will be notified on our website. Mary also presented some suggested changes to the structure of the membership and possible increases in fees. The question will be taken up at the next meeting.

Books for Babies: Mary stated the funds were needed for this program. A **motion** was made, seconded and passed unanimously to provide \$1,000 for Books for Babies for the 2021 year.

Website: Dennis presented an addition to our website. There are now donation links to several charitable sites that have donated to our program. These include United Way, Amazon Smile and the Fred Meyer fund. Additionally, an effort will be made to more widely advertise the donating option for FoLL. This subject will be discussed again when the Library is re-opened. A click site has been added to advertise the Virtual Activities of the Library. A sign-up site for those who would like to receive mail from FoLL has also been added.

New Business:

2021 Elections for Vice President and Treasurer (two year terms):

A **motion** was made, seconded, and passed unanimously to elect Rob Conor as Vice President of FoLL.

A **motion** was made, seconded and passed unanimously to re-elect Larry Russell as Treasurer of FoLL.

Standing Rules: Additions to Rule #4 – Safety – were made to ensure the safety of volunteers , specifically, the correct filling of book boxes, the height of book stacks and the centering and balancing of boxes. Additionally to Rule #9 – Volunteer Ethics – a sentence regarding personal gain as contrary to the spirit of our organization, and a clarification of the number of sorted books a volunteer may borrow or pay for per volunteer day (limit of 4) was added. A **motion** was made, seconded and passed unanimously to make these changes to our Standing rules.

Adjournment: The meeting was adjourned at 2:00 p.m.

Date of Next Meeting: The next meeting of the Friends of the Library will be held on Wednesday, March 10, 2021, at noon, in the Lacey Timberland Library meeting room.

Respectfully submitted,
Carolyn StClaire,
Secretary