

Friends of the Lacey Library

Board Meeting Minutes, November 9, 2022

Call to Order: John Grausam

Members Present: Holly Paxson, Loretta Linstad, Dennis Powell, Rob Connor, John Grausam, Becky Russell, Larry Russell, Mary Gardner, Jane Collins.

Approval of the September 14, 2022 Minutes. Approved with correction that under Internet Sales, Biblio site had been visited, but had not SOLD any books since July 4th weekend.

Reports:

Lacey Library Manager: Holly was happy to report that Lacey/Hawks Prairie have a combined of 7 new staff, which will support outreach and programming. Hawks Prairie hopes to start new hours in '23, open Tuesday through Sunday (Not approved by TRL yet). New staff schedules will meet both library and personal needs and include 2 days off contiguously. Recent programming included the Quilt Show and new children's playgroup on Wednesdays. New vibrant library cards have been created. Holly asked if we could fund X-Large recreations of new cards to showcase at community events. Cost \$440.20. Board approved expense. There will be some re-imburement from other TRL Friends groups for these "cards". The "Anywhere Library" for TRL will be run from Lacey branch, which includes the Van and 1 additional staff position. The library building "refresh" is mostly complete, however the request for funding for two study rooms was not approved. She will re-submit request in new year. Holly presented a proposed FoLL budget for 2023 for \$21,950. The focus for 2023 library programming is Birth through 5, and Equity, Diversity and Inclusion (EDI), and local communities. FoLL Budget committee will meet and make recommendation for January meeting.

Vice President: Rob reported that new guidelines for Book Place were developed and shared with all Book Place regulars to make sure all were using the same standards in displaying books and all understood how inventory was rotated.

Treasurer: Larry reported we received a \$1,000 donation in early November. Weekly book sales continue to improve, now averaging over \$200. per week. He presented Financial Report for September and October.

Publicity: John reported for Jessica, who could not attend. The tri-fold with FoLL information will be presented at next meeting. Generic labels and signs for categories are coming. A display sign for our Biblio address will be created. Jessica would like book recommendations from the volunteers for use on social media sites.

Membership/Hawk's Prairie/Books for Babies: Mary reported that she has used all her money for Books for Babies this year and had given out 350 books. A question about giving out books at Childcare Action Council activities led to the discussion of moving Books for Babies funding from FoLL to the library budget for 2023. Hawks Prairie book sales continue to fluctuate by week. Mary noted the pre-Covid FoLL Membership numbers were around 300 (including 130 Lifetime.)

Internet Sales: Becky reported no new online sales. She is rotating inventory.

Website/Mailchimp: Dennis will continue to post FoLL Board Agenda's and minutes and keep them available online for 1 year. He recently added links to new Membership page and Biblio link. He will move the donation

link for both materials (books), and donating \$\$ to the front page of the website, also. Holly will go ahead and save 2023 Sale dates in Community Room for the entire year.

Book Sales/Book Sorts: Loretta reported that she met with a group of Book Sale volunteers and they came up with the following Book Sale procedure changes:

- Reduce customers from 20 to 15 in room at one time
- Limit shopping time from 45 minutes to 30 minutes
- Entry will be from Library main lobby, not outside door
- A “book counter” position will be added for the first 2 hours each day to assist cashiers in processing large sales
- A designated “holding area” for large purchases will be maintained in back corner away from cashier tables
- All signs will reflect NEW Sale parameters
- December Sale Highlights will be Christmas/Holiday books/DVD’s/CD’s, Britannica Great Books

There was discussion about recruiting more teen volunteers from schools.

Topic for next meeting: Explore new ways to take money at sales by card or QR code or other options.

Next Board Meeting, January 11, 2023, 12:00.

Meeting Adjourned at 2:08 p.m.

Respectfully submitted,

Jane Collins, Secretary