

Friends of the Lacey Library

Board Meeting Minutes, January 10, 2024

Call to Order: John Grausam

Members Present: Mary Gardner, Becky Russell, Larry Russell, Sally Fitzgerald, Blake Bresnahan, Rob Conor, Karen Cunniff, Loretta Linstad, Dennis Powell, Jane Collins. **Guest:** Gail Petersdorff

Approval of November 8, 2023 Board Minutes: Approved.

Library Manager Report: Blake reported in Holly's absence. Usage and participation have finally reached pre-pandemic levels and beyond. Wrapping up 2023, at Lacey there was an increase in borrowing physical materials of 9%, and digital materials of 30%. At Hawks Prairie an increase of borrowing physical materials of 82%, and digital materials on 366%! Staffing levels have returned to 24 FTE but remains challenging with salaries capped at a 1% increase each year. The Anywhere Library new van arrived, but had mechanical issues right away and is currently being repaired. The program continues throughout the community with the existing van and staffing. TRL shared its' philosophy in favor of a patron's freedom to read and against book banning. It currently separates books by age level (adult, teens, kids, small children) and feels no need for additional "labeling". They handed out over 100 free books during "Banned Books Week".

Treasurer: Larry reported we just received the Nisqually Grant for \$5,000. He distributed the Nov. and Dec. 2023 Finance report. We also reviewed the proposed 2024 Friends' Budget. We reviewed the narrative provided by Holly that explained her request for several new or additional funding proposals. Becky questioned our level of liability in the Maker Space project and we were reassured we were safe from liability in case of an accident. We discussed our role and the \$\$ amount proposed to replace two library staff microwaves in their break room and arrived at the agreement that the cost not exceed \$500 for the two items. Other changes to proposed expenses include an increase in Volunteer appreciation to \$600 (to include summer picnic and winter thank you event); and an increase in Books for Babies budget to \$1,500 due to increase in cost for books and increased need by Health Dept. for additional books for that program. Larry also presented information about using the program Square to process credit/debit cards at FoLL Book Sales. He recommended we purchase and use their terminal to process the payments both for cost and ease of use. Larry will continue to investigate this option.

Vice President: Rob presented further information regarding the investment of a portion of our FoLL Special Projects and Money Market Account funds into a Certificate of Deposit (CD) to earn a much greater interest. He had comparative rates from two local Credit Unions. It proposed and approved that we invest \$50,000 from our Twin County accounts into Washington State Employee Credit Union for a term of 7 months and a rate of 4.75%.

Publicity: In Jessica's absence, John asked the question if we thought we needed a line item in the budget for Publicity. It could cover things like the new larger street signs we would like to purchase. No action was taken.

Book Sales: Sally reported that even though there was much a smaller inventory for sale (fewer books below tables), we had about the same in sale profits. People seem to respond to it being less crowded with merchandise.

Book Sorts: Darcy and Karen reminded us of the upcoming volunteer training on January 22nd. Darcy and Jane are staffing a “volunteer fair” at Panorama on Feb. 22nd and will represent the Friends of the Lacey Library.

Membership/Hawks Prairie: Mary reported that we got 16 new members at the Dec. Book Sale.

Books for Babies: Karen and Becky said they recently delivered 75 new board books for babies and 24 paperbacks for older siblings to Thurston County Health for disbursement thru the Visiting Nurse program. There was discussion about how the cost of getting new books continued to increase. They are using some of the pristine donated kid’s books when appropriate. It was approved that the budget allotment for B4B increase to \$1,500. for 2024.

Internet Sales: Loretta Linstad has agreed to take this project over.

Website/Mailchimp: Dennis stated he has been using the website to advertise Library programs and promote our Book Sales. He also commented on the new TRL website and the ease of scheduling rooms for the Friends needs through that new site.

New Business:

By-Laws: A committee to review and possibly revise our by-laws was formed, including Larry and Becky Russell, Sally Fitzgerald, Mary Gardner, Rob Connor, and John Grausam. They will begin meeting later in January.

Election of Officers: Rob called for election of two of our officers which takes place every 2 years. John Grausam remained the only candidate for President. Jane Collins the only candidate for Secretary. They both agreed to continue in their role. Voting confirmed them. Jane commented that we needed to do a better job of advertising the upcoming elections in advance and actively soliciting candidates.

Next Board Meeting: March 13. 2024. 12 noon.

Respectfully submitted by Jane Collins

Secretary