

FRIENDS OF THE LIBRARY

Meeting Minutes

Name of Meeting: Special Meeting

Date: August 25, 2020, 3:30 pm

Location: Training Room, City Hall

Attendees: Deb Toddie, Emily Doughty, Jackie Faith, Katherine Smith, Sara Engler, Marlys Roney, Diane Heilman, Gail Wells, Carissa Hansen, Lauren Nephew, Molly Flaspohler, Mandy George, Library Board Member.

AGENDA AND COMMENTS

The meeting was called to order by president Deb Toddie

1. Minutes.

The minutes from the June 16, 2020 and July 8, 2020 meetings were read at this time. A motion to approve the minutes was made by Jackie and seconded by Katherine; approved by all.

2. Treasure's Report.

- a. Balance as of 8/25/2020: \$14,069.51
- b. One outstanding bill for tote bags has not yet submitted by Pam Reazc.
- c. A motion to approve the Treasure's report was made by Gale and seconded by Katherine; motion approved by all.

3. Library Updates.

- a. Molly discussed progress being made to ship unsellable books to Better Book World. (These are donated books that have not been sold at previous sales.)
The Library has a scanner to use to determine which books will be accepted or rejected by the company. Several boxes will soon be shipped.
- b. Sara discussed plans for the 50th Anniversary celebration of the Library next year.
- c. Lauren discussed the Summer Reading Program. They used various innovative programming formats that seemed be very successful.

4. New Business.

- a. Carissa presented the Library and City's plans for the fall book sale to be held in the POW Plaza on **Saturday, September 19, 2020** during West Fest. Staff members will transport the books to the site and assist with set-up including providing tables, tent and tarps (to cover the books in event of rain). Staff members will remove unsold books, tables, tent and tarps to the Library following the sale.
- b. Carissa also discussed other events the Library will be involved in during West Fest.
- c. After some discussion it was decided to hold **FOL meetings** every other month on the **first Thursday** of each month beginning **October 1, 2020 at 6:00 p.m.** in the **Training Room at City Hall**. This will be the **FOL Annual Meeting** and all members are encouraged to attend.

5. Membership Drive/Renewals.

- a. Membership sign up will be available during the Book Sale. Membership dues will remain at \$10/year. Members will be able to choose two free books at each book sale. This will be a **Bag Sale** with members paying \$8 and non-members paying \$10/bag.
- b. Carissa proposed that a member of her staff design and print the membership cards this year. Deb offered to work on the new design with the staff person. A motion was made by Katherine and seconded by Diane to approve going forward with this proposal; the motion was approved by all.

6. Recap.

- a. Action Items:
 - i. Deb will work with the Library staff to design and print new membership cards.
 - ii. Jackie will contact various organizations regarding obtaining volunteers to assist with set-up and take down of the sale. Jackie will inform Carissa of the results of her phone calls.
 - iii. Emily will contact FOL members to assist during the sale.

5. Adjournment.

A motion to adjourn the meeting was made by Jackie and seconded by Katherine; approved by all.

FOL Secretary

Emily Doughty