

Friends of the West Fargo Public Library Meeting Minutes

Date: August 5, 2021, at 6:00pm

Location: West Fargo Public Library Meeting Room 1

In Attendance:

Stephanie Shea, Carissa Hansen, Isabel Toddie, Ellen Rossow, Lauren Nephew, Maria Kramer, Deb Toddie, Katherine Smith, Cailin Shovkoplyas, and Carolyn Fiechtner

The meeting was called to order by President Deb Toddie.

1. Approval of Minutes

The June minutes were reviewed. Deb motioned to approve the minutes and Katherine seconded. No opposition. Motion approved.

2. Treasurer Report

Cailin reported a balance of \$20,848.02, one disbursement was made for a \$150 expense for refreshments for the 50th Anniversary Celebration, approved from the last meeting. Nothing further was reported. Deb motioned to approve the treasurer's report and Katherine seconded. No opposition. Motion approved.

3. Library Report

Carissa gave the library survey overview and noted a few takeaways: 1) There is strong library support for upgrades to services and facilities. 2) There is a strong need to increase services for parents and children. Carissa will be taking the main survey themes and rolling them into a strategic plan draft to employees and the Library Board in September. Carissa brought up fundraising needs such as revamp of equipment and furniture in the children's area, which she has applied for two grants to help with this effort one request from Walmart and the second to Midco. State grants are possible through the Cares Act but will take a little more research. There are three different fund requests that we will have a separate vote for each request. 1) One Book One Community the request is for \$200 to cover the cost of the different prize packages for the participants. Stephanie motioned to approve the \$200 fund request and Katherine seconded the motion. No opposition. Motion approved. 2) Giving Hearts Day Registration Fee the request is for \$795. Stephanie motioned to approve the \$200 fund request and Katherine seconded the motion. No opposition. Motion approved. 3) Ready to Read is for \$5,500 to cover the cost of the tote bags and free books as well as prizes as children reach milestones. Discussed connection points for the program outreach such as first book for newborns, teacher/parent conferences, book fairs, daycares. Stephanie motioned to approve the \$5,500 fund request and Deb seconded the motion. No opposition. Motion approved.

4. Old Business

4.a Dues Discussion

Now that the Friends of the West Fargo Library is dues free, there comes operational changes. Opportunities to combine the volunteers into one group, instead of a set of library volunteers and a set of Friends volunteers. If one in the same, background checks will need to be required going forward for all volunteers. We would have two groups, but it would now reflect volunteers and donors. Deb motioned to consolidate the two volunteer groups, and each volunteer will have a background check done at the time of membership signup and Katherine seconded the motion. No opposition. Motion approved.

5. New Business

5a. Zoo Passes

Katherine was given 25 day passes to the Red River Valley Zoo and has donated them to the library, thank you Katherine!

5b. Event Opportunities

The group brainstormed on different events we can hold or be a part of for fundraising efforts. The opportunities decided to pursue are 1) a table set up in the family area at West Fest where donations will be accepted, hand out book coupons, as well as encouraging new members for the Friends of the West Fargo Library. Cailin and Maria will head this effort. 2) Barnes and Noble Holiday Book Drive for book donations and Barnes and Noble Book Fair. Stephanie will head this effort. 3) Community Holiday Cookie Cookbook. Requesting cookie recipes from the community, pulling it all together and have a cookbook printed to sell as a fundraiser. Carolyn will head this effort. 4) Amazon Smile. Carissa will head this effort.

6. Adjournment

Cailin motioned to adjourn the meeting and Deb seconded the motion. No opposition. Motion approved.

Next Meeting

September 30, 2021, at 6:00pm West Fargo Public Library