

Friends of Bear Library (FOBL) Meeting Minutes

May 15, 2019

The FOBL Meeting was held on May 15, 2019 at the Bear Library. The meeting was called to order at 7:06 pm by Connie Malin, President. In attendance were: Connie Malin, Bev Wright, Carol Harrington, Gay Corrie, Linda Olds, Connie Georgov, and Joanne Mahnken. As the FOBL Recording Secretary was not in attendance, Linda Olds volunteered to take minutes.

The minutes from two previous FOBL meetings were reviewed:

For the FOBL Executive Board Meeting Minutes from Feb 28, 2019, Connie Malin pointed out the typo in the spelling of "Stationary;" it will be corrected.

For the Annual Meeting / 20th Anniversary Celebration on March 16, 2019, Linda pointed out that the Minutes did not identify the FOBL attendees, which is a normal inclusion in the meeting minutes. In particular, FOBL Members Connie M, Jean R, Linda O, Bev W, David G, Gay C, and Connie G were in attendance and should be identified in the Meeting Minutes. Also, there were some FOBL members at large; since David was checking members off at the door in order to vote for the election of officers, he may have a list of the other members who attended. Also, Connie mentioned that we might want to list our guests who attended. It was also noted that Sue Anderson was elected as Recording Secretary for a one-year term – that needs to be added.

With these identified items to be added and/or corrected, Bev moved to accept the minutes as corrected and Joanne seconded the motion; the motion passed and both sets of meeting minutes were accepted as corrected. (As of the finalization of these minutes on July 16, the Annual Meeting Minutes still do not identify Linda Olds, Connie Georgov, or the guest attendees.)

Treasurer's Report:

Jean was not in attendance, but her report, for 1/17/19 – 5/15/19, was read by Carol:

Beginning Balance:	\$ 1,885.80
Deposits:	\$ 12,184.79 *
Disbursements:	\$ 3,870.85
Ending Balance / Cash on Hand:	\$ 10,199.74 *
Total Combined Assets:	\$508,503.62

* Some of these funds are from a grant that came to us but which actually belongs to Eric (we are just the conduit.)

It was noted that we want to know how much the Quilt Fundraiser raised, but as the Treasurer's Report was presented, we can't tell since many line items combine Quilt, totes, donations, etc. We would like to understand how much the Quilt raised.

There was also a FOBL 6/30/19 – 7/1/20 Proposed Budget (which we believe should be 7/1/19 – 6/30/20) presented. It was tabled until Jean is present as there were numerous questions about the line items.

Carol also presented a report on the Newsletter:

125 newsletters were printed, at a cost to print of \$110.00 (Shamrock Printing)

49 digital copies were emailed, at no cost

100 hard copies were mailed, at a cost of \$50.00 (stamps from an earlier purchase were used)

Total Cost = \$160.00

Library Manager’s Report:

Eric was not in attendance but we reviewed his report which requested the following funding:

\$150.00	Mindfulness Program for Aug 19 th (a late addition to August programing)
\$200.00	Adult Summer Reading Prize (\$200 worth of gift cards for a “bouquet”)
<u>\$200.00</u>	Children’s Summer Reading Prizes (8 \$25 Amazon gift cards) *
\$550.00	Total Requested

*while Eric’s Report said “8 \$24 gift cards from Amazon” for a total of \$200, we know it should be “\$25.”

Bev made a motion to fund the \$550.00 requested, changing it to “8 gift cards” (striking \$24); Gay seconded the motion; a vote was taken and the motion to fund the \$550.00 passed.

Other Budget Requests:

Connie M reported that Cheryl Rice-Moore had requested \$100.00 for refreshments for her Tulsa Project program, which was approved. However, after the program had been presented, Cheryl requested monies for 3 honorariums. There was discussion about this additional request, which was requested after the event. Following a good deal of discussion, Bev made a motion to follow Jean R’s established process for expenses: that expenses are to be submitted to Jean in a timely fashion, before an event, and approved by the FOBL Board, in order to be paid/covered. Gay seconded the motion. A vote was taken and the motion passed.

Membership Report:

Bev reported that we got approximately 10 new members as a result of this year’s membership drive. She felt the fact that we didn’t have as many volunteers to work the membership drive was a factor in having a much smaller number than last year. She plans to hold another membership drive in September and wants to try to get a wider demographic representation (i.e., younger members).

Connie G suggested that we go back to using the “telephone tree,” for a more personal touch, stating that it worked very well in the past. Bev agreed to make calls, rather than just sending emails, to request volunteers for the membership drive in September.

Discussion Items:

FOBL Board Positions / Newly Elected Officers: Sue Anderson can't continue in the Recording Secretary position to which she was officially elected in March. Both Linda and Joanne volunteered to help out in the interim (the position will be up in the slate of officers for election again in March 2020).

Treasurer's Position / DCF Management: Jean is probably going to be leaving / retiring and moving to live with her daughter. We need to start thinking about who can take it over, so that they can learn the position from Jean while she is still here. The Treasurer's Report uses QuickBooks. Both Linda and Carol expressed interest in the Treasurer's position. Also, we need to invite DCF to come and talk to us.

Plaque Installation (for Wind Sculptures): Connie asked Carol if she has gotten the instructions for the installation of the plaque; not yet. We also need to talk with Eric to discuss his ideas about the plinth for the plaque.

Wall Tile Completion: there are spaces for about 100 more tiles. Eric was going to ask the staff if they want to do some of those tiles; need to check with Eric about that.

Quilt Raffle Update: Bev reported that the winner of the Quilt Raffle came and got the quilt and was very excited about winning it. Bev got a photo of her and intends to write an article about the raffle for the next newsletter. We need to find out exactly how much money was made by the Quilt Raffle fundraiser.

Rosebush Replacement: there are about 7 dead rose bushes that need to be replaced. Linda mentioned that her development is experiencing similar problems with the rosebushes dying and were told by man from UD that there is a virus that is killing them. Bev to call/look into information on roses and a possible replacement suggestion.

Flower Pots at Library Entrance: these are looking bad. Last year Eric asked us to put in ice plants. Need to check with Eric again.

FOBL Brochure Redesign / Replenishment at Check Out: Bev reported that we need more brochures. Shamrock Printing will charge \$295.00 for 500 copies. Bev is suggesting we have them printed on matte paper this time so that the membership application can be filled out (it is hard to write on the current glossy paper). Gay wants to be the sponsor again and has already given a check to Jean for the sponsorship. Bev needs to check with Jean about a check for the printing. Carol made the following motion: that we have Bev design the new brochures, then email the design out to the Board for review, and the Board to vote on the proposed design, following which an order would be placed for 500 copies that would not exceed \$295.00. Gay seconded the motion. A vote was taken and the motion passed.

SEED Program at Del Tech: Bev briefly explained the SEED Program at Del Tech which is basically a free 2-year education. We need to make information about this program available to Bear Library patrons. Bev is working through Owen, and her contact person at Del Tech, to get a program scheduled.

Library Maintenance Requests from Staff / Patron Requests: most of these maintenance requests from the Staff are issues that should be handled by the county & the library, not FOBL. Regarding Patron Requests, one patron has requested a table for the "tweens;" after discussion, it was decided that Eric should come to us about this. This was tabled.

"Name the Bear" Contest Result: Connie reported that the "Name the Bear" Contest resulted in "Bernard" being selected as the Bear's new name, saying that she was so glad that "Brownie" didn't win! We need to ask Renate to make a sign with the new name.

Bell Ringers Presentation: Carol reported that the Bell Ringers' schedule is full; we can't get them this summer.

Fund-raiser Ideas: there was discussion about having a raffle of some new "technology," which might have more appeal. However, if a raffle is for something over \$600.00, then it is taxable, and most new "technology" is over \$600.00. But we can continue to think about this for the future and see if we can come up with something, that's not over \$600.00, that would work.

Copies of Annual Meeting Photos: Bev announced that she would like to get the Annual Meeting photos that various people, like Gay and others, took at the event as she would like to scan them for the archives.

Better Use of the FOBL Bulletin Board: we need to make better use of our FOBL Bulletin Board, which is located on the wall above the copy machine. Currently Owen displays upcoming Library events as we haven't been doing a good job of displaying FOBL news, events, etc.

Kenny Family Foundation Gift Cards: we received a \$300.00 ShopRite Gift Card as a donation for the Annual Meeting from the Kenny Family Foundation; there's currently \$280.00 left on it. After discussion, it was decided the gift card should go to Jean for future use for Hospitality for future events.

Staff Luncheon: Tabled

Open / Closed Signs: Tabled

New Business:

Newsletter:

September is the next issue of the Newsletter and should go out the first of September. Carol asked everyone to have their articles to her by August 15th, which is the Newsletter Deadline.

Next Meeting: Our next meeting will be on Wednesday, July 17, 2019 at 7:00 pm.

With no further business, Gay moved to adjourn and Joanne seconded the motion. The meeting was adjourned by Connie M at 8:58 pm.

Respectfully submitted by Linda Olds.