

## FRIENDS OF QUEEN ANNE'S COUNTY LIBRARY

### MINUTES

FEBRUARY 6, 2017

The meeting was called to order at 7:04 PM. Present: Mary Jackson, Carol Franks-Randall, Connie Zillig, Sue Haddox, Kathie Smarick, Penny Lins, and John Walden. Absent: DeAnn Cheyne, Ann Ziegler, and Kristen Pironis. The minutes from the January 2017 meeting were approved as amended.

Connie presented our financial and membership status. Our current bank balance stands at \$13,527.22. We have a new format in our budget for "fundraiser and expenses". Our membership is now 76. Connie also reported that the digital signage for both branches is the only item left on the library's wish list, for which we have approved funds but not yet paid.

Mary, as liaison to the Library Board, reported that at the January meeting of the Library Board it was agreed to establish more regular representation at the Friends Board meetings in order to give both boards more consistency. Ann Ziegler has volunteered to be the Library Board's liaison to the FOL and Kristen will attend our meetings as her schedule permits.

Kathie then reported on the web page. "All is good." The Board approved a \$65 expenditure to create a donations/memorial page. All minutes back through 2014 are now posted on the website. A footer has been added to the website for Amazon Smile. The RSVP function for the Annual Meeting is now working on the website.

Next on the agenda was an update of 2017 activities:

- Annual Meeting – March 6<sup>th</sup>. Mary reported we will start with brief business meeting, then John will speak about how the FOL have helped the library in 2016. Kristen will speak about the role of libraries in the community. Our guest speaker, Brent Lewis, will talk about the history of Kent Island from his book and how the library helps with his research. Kathie has sent out announcements and posted an RSVP link. We will provide wine, non-alcoholic beverages, cheese, crackers, and fruit. Sue has volunteered to make a sweet component for the event.
- Annual Report – Regarding this item Mary related that we will have a handout available at the Annual Meeting. We will ask Kasey to work on a one page two-sided report of our achievements in 2016.
- Reading Pro Awards – Carol is working on this.
- Craft Evening – Kathie has contacted Wye River Designs about a book related project for perhaps the first week in May. A tentative date of 5/2 from 7-9 PM has been selected. Also Joan McWilliams in Stevensville is anxious to host a fundraiser at Island Arts, perhaps in September. These could be advertised at our Annual Book Sale.
- Sweet Frog – Sue will contact them regarding a firm date and then contact Sheriff Hofmann about coming to read to the children. We will need to determine what if any books are needed.
- Book Sale – Penny reported the sale will be held August 25<sup>th</sup> and 26<sup>th</sup>. A presale will be held at the KI branch Friday evening the 25th for members only. There was some discussion regarding holding the sale inside at Centreville but it was decided that we get many folks who either drive

or walk by so we will continue to hold it on the porch. Penny will look into other sites for storage and report at our next meeting.

- Adult Spelling Bee – October 19<sup>th</sup>, Mary relayed information received from DeAnn regarding this event. DeAnn is waiting for the WRUS Board to approve our date, fee, and set up time. She is working on staffing committees and pertinent task areas for the Spelling Bee. She is looking for lead committee members in Staging, Promotion, and Food & Beverage. She is asking if any Board members would like to volunteer. She is also working on new word lists, a new study guide, and some minor rewrites to the Bee Rules. In the future, feedback from the debriefing of last year's Spelling Bee will be addressed.
- Annual Appeal – Connie will take the lead and report on this as we get closer to the date.
- Restaurant Night – Kathie will look into the Ram's Head for an event the end of March.
- FOL Retreat – This item was not on the agenda but Kathie will look into a venue and a date. It was thought that we should present the various tasks that Board members take on and perhaps spread them out not only amongst the board members but try to involve membership in these tasks. We also need to discuss how to bolster our membership.

Mary reported on the Nominating Committee. Loretta Quigley chair, is working on finalizing the slate for those completing three year terms and well as the for the vacancy left after Carol's completion of Martha Walden's term. Once the board members are elected the board will nominate amongst its members to fill the positions of President, Vice President, Secretary, and Treasurer.

Connie will work on the wording of our Bylaws regarding the election of Directors and then officers of the Board. This will be voted on electronically. After reworking Article 4, Section 3 – Election of Directors and Article 5, Section 3 – Election and Term of Office it was moved and seconded electronically to approve the amended Bylaws on February 10, 2016 which passed unanimously.

Penny then requested that we approve a third month of storage for books for our annual sale. It was moved and seconded to approve this expenditure which passed with 5 ayes, 1 nay and 1 abstention.

Mary reported on the presentation of the check from the Symphony Village Outreach Committee. They would like to do the presentation of a symbolic check at the SV Clubhouse sometime in mid-March. Both Kathie and Carol have volunteered to be present for this depending upon who is available.

Mary then reported on the Centreville Library Grand Re-Opening. The Library Board is planning a celebration and have asked the FOL if they would like to participate in such. It is anticipated that it may coincide with National Library Week, April 9-16. The Library Board has approved a \$1000 budget. It was moved and seconded to have a point person for this event and that person is to be Kathie. All ayes.

With regard to a charitable contribution in memory of the recent passing of library staff member, Debbie Travers, it was decided that we would take up a collection amongst ourselves, and not from the Friends budget, to purchase a book in her memory which may be dedicated to her grandson. Carol agreed to be the point person for collections from board members.

Under new business we discussed sending letters to the American Legion, VFW etc. with a copy of our Annual Report to request donations. We have not approached these organizations for at least one year. Then Kathie reported that Bellies, Babies & Beyond will donate the remainder of books from their swap

to the FOL. In another potential book donation, Jean Taylor's mother has decided she is not ready to downsize her book collection at this time.

Another electronic vote was taken to approve the WRUS contract for the Spelling Bee. It was moved, seconded and approved unanimously.

It was decided to change the date of our July meeting from the 3<sup>rd</sup> to the 10<sup>th</sup> due to the Fourth of July holiday weekend. There being no further business the meeting was adjourned at 8:25 PM.

Respectfully submitted,

Penny Lins, secretary