

## **FRIENDS OF QUEEN ANNE'S COUNTY LIBRARY**

### **MINUTES**

**MARCH 17, 2014**

**Amended April 7, 2014**

The meeting was called to order by Mary Jackson. Others in attendance were Chloe Norton, Martha Walden, Sue Haddox and Penny Lins. Rich Graves and Maria Sarier were absent. The minutes from March 3, 2014 were approved.

We had an update on membership and have a total of 14 members (individuals/families) for \$825.

We reviewed the draft of the Friends brochure. We made some edits to tighten up the verbiage and are deciding what photos to use. We liked the logo that Sue's daughter worked on and will tweak it a bit. We decided the font should be block and that the lettering should all be above the bridge in black.

John said staff is working on a library website which should be ready in early April. Our email address will be FriendsOfQACLlibrary@gmail.com. Also, the Friends group will have a column in the library newsletter.

There was discussion about the deliverables and imprint. We are still in flux over what we should have as a deliverable for each category of giving and that it would be a one-time gift not an annual item.

It was decided to move the launch one month later and shorten the time from 3 to 2 hours. Members of our group volunteered to help with refreshments. It was thought that a raffle might bring in more folks and there would be a \$25 gift card given at each branch as the prize. Penny and Mary volunteered to provide the gift cards. Next there was discussion as to how to advertise these events and it was decided not to spend money on an ad in the Record Observer. It was decided to use flyers and to have a poster in each branch to announce the launch. Mary is to work on draft for Shore Update, Sue is to contact WCEI, and notice will be in library newsletter. It was thought we also might try to put announcements in the Tidewater Trader, the Symphony Village newsletter, and through social media.

During National Library Week it was felt there should be some kind of information available in each branch about the Friends group. Perhaps a save the date flyer regarding our launch and posters etc. regarding the launch.

It was also thought to be helpful if we could get a reporter from the local newspaper to attend our launch events and take photos for an article in the local papers; and to have someone work on text for a public service announcement.

There being no further business the meeting was adjourned.

Respectfully submitted,

Penny Lins, Secretary