



**Friends of Queen Anne's County Library**  
Minutes  
of  
Monthly Board Meeting  
November 05, 2018  
Centreville Library

The Meeting was called to order at 07:04 PM with President, Kathie Smarick presiding. In attendance were Connie Zillig, Penny Lins, Sue Wilson, Library director John Walden, and representing the QAC Library Board of Trustees Karen Hansen.

**A motion to approve the Minutes of the October 1, 2018 meeting was made by Connie Zillig seconded by Sue Wilson. The minutes were approved unanimously.**

Connie Zillig, Treasurer, presented the financial and membership reports. The balance at the end of this reporting period is \$30,666.57, reflecting income from the October fund raising event at Mamma Mia restaurant, used book sales, and membership dues and expenditures related to the mailing of the Annual Appeal. The Treasurer's report was acknowledged and filed for audit. Connie reported that the Friends have 330 members, an increase of two members.

**Friends Publicity – Kathie Smarick**

**Website** – The online calendar of events is updated and the donation page updated with new appeal letter. Still pending: need to update board list, membership categories.

**Facebook** – There have been 23 posts since last board meeting about events, and about Library programs funded by FOL. Currently 549 followers on Facebook—up 4 since October, and up 86 since November 2017. This month, we'll be doing a big push on Friends accomplishments and sharing information about the Appeal, as well as encouraging ticket purchases for the Holiday concert.

**Media/Other** – Kathie is finalizing a press release about the 2 author events in October for circulation to media. Penny and the Arts Council have been reaching out to assorted outlets for the Holiday concert. *What's Up Eastern Shore* will be including a blurb about the PRS guitar and the Summer Reading Program in an upcoming issue. Board members agreed that FOL did not need to purchase ad space in the upcoming Give Local issue of *Shore Update*.

**Library Director's Update –John Walden**

John Walden announced that he has informed the Library's Board of Trustees as well as Library staff that he will be resigning his position, effective January 1, 2019, to take a position in South Carolina. The Board of Trustees will lead the search for a new Director.

Walden offered an update on the Capital Campaign and efforts to raise private funds to support expansion of the Kent Island Library. The fund-raising consultant supporting the effort is pursuing interviews with potential campaign participants in order to supplement the findings of the firm's feasibility study. Following these interviews in November and December, the firm will issue a report to the Board of Trustees. The architectural firm working on the expansion project is developing a project budget that will be presented to the county's Board of Public Works for review and consideration.

Walden noted that while bed bugs have been found in some libraries on the Eastern Shore, both Queen Anne's County Libraries have been tested for bugs and have been found to be clean. He encouraged the Friends to remind volunteers who work with donated books to discard any books that have any evidence of damage.

Walden explained that several of the items that the Friends have purchased have been very popular: A demo of the 3D printer attracted a good deal of community interest. Several library users have used the new Memory Center to transfer the contents of VHS tapes to MP3 files. And Kent Island branch manager Julie Ranelli reported that the audio-enhanced childrens books, Vox Books, have been very popular at Kent Island, with 23 of 25 volumes regularly checked out.

### **Annual Appeal –Connie Zillig**

Zillig reported that SISK Fulfillment has processed and mailed out 2077 letters for the Friends 2018 Annual Appeal and that letters were delivered starting on Friday, November 2. Zillig is tracking all donations in the Friends Access database, and DeAnn Cheyne and Sue Willson are ensuring that all donors promptly receive an acknowledgement of their contribution. Kathie Smarick will send a similar letter to local civic organizations, encouraging them to participate in the Appeal and become FOL Community Sponsors.

### **October Events**

Mamma Mia restaurant donated \$239 to FOL from the October 9, 2018, dinner event. For future restaurant events, event planners should try to confirm in writing/via email the parameters of the business's contributions and rules on what type of FOL presence is expected and allowable for the event.

The *Eastern Shore Writers Association* authors event on October 16, 2018, at Centreville Library attracted a full room of 40 people for a successful event. County commissioners were invited but did not attend, but the Friends of the Library Week proclamation was presented, and attendees enjoyed an FOL week cake. One author donated sales from her book that night to the Friends. **Connie Zillig made a motion for the Friends to purchase 2 copies of the ESWA volume *Bay to Ocean* to donate to the Centreville and Kent Island Libraries. The motion was seconded by Penny Lins and passed unanimously.**

The Friends also held a Reading with Friends at Chick-Fil-A Kent Island on Oct 28<sup>th</sup>, featuring Carol Franks-Randall reading from her latest book *Playground Heroes*. 16 engaged kids attended. CFA gave each attending child a free ice-cream or cookie, and FOL gave them coupons for a free children's book from the Book Nooks. Based on follow up, Chick-Fil-A is interested in partnering for future events.

### **Citizens for Maryland Libraries Conference report – Sue Wilson**

On November 3, 2018, Sue Wilson attended the Citizens for Maryland Libraries Conference for Trustees, Foundations, and Friends with Board of Trustees president Kathy Killeen at the newly renovated New Carrollton branch of the Prince George's County library system. Wilson reported on the

remarks from keynote speakers Irene Padilla, the state librarian of Maryland, and Miguel Figueroa, of the ALA Center for the Future of Libraries. Padilla noted the state's commitment to funding for libraries across Maryland, and Figueroa emphasized the need to balance innovations with the values and needs of the communities in which a library exists.

## **Future Events**

### **Holiday Concert with Stefan Scaggiari – Penny Lins**

This event, being held in partnership with the Queen Anne's Centre for the Arts (QACA), is scheduled for December 14 at 7pm at QACA. As of November 1, approximately 30 tickets have been sold. Tickets can be purchased online through the QACA website (which can be accessed through the FOL website) or in person at QACA in Centreville. Lins has secured donations for the event from Bay Shore Steam Pot, The Commerce Street Creamery, Draper's Liquors, and Carrie Sue's Cupcakes, and volunteers from FOL and from QACA will provide additional food. FOL members have volunteered to set up and staff the event, and available Board members are asked to be at QACA at 9am on the day of the event to help set up. Lins and Smarick will continue to work with QACA on media outreach in advance of the event.

### **Annual Meeting – Kathie Smarick**

The Annual Meeting is scheduled for Monday, March 4, at Kent Island Library.

### **Spelling Bee – Kathie Smarick for Elaine O'Neal**

The Adult Spelling Bee is scheduled for April 3, 2019. O'Neal and Smarick did a site visit of the Kent Island Volunteer Fire Department hall, where the event will be held. O'Neal will be assembling a planning committee in the coming months. FOL will plan to have a save-the-date card about the Spelling Bee available at the Holiday Concert.

### **2019 Draft Budget – Connie Zillig**

Zillig presented a draft FOL budget for 2019, projecting income and expenditures of \$35,405 based on actual cash flow of 2017 and 2018 and FOL plans for 2019. The draft budget reflects plans for the launch of a community sponsors program, a 2019 spelling bee, expanding the book sale to a 2-day event, and expectations that the 2018 and 2019 annual appeals will perform similarly to the 2017 appeal. The budget would include more than \$28,000 to support specific Library projects and initiatives. Zillig will circulate a finalized budget to the Board in advance of the December 2018 meeting, with plans to vote on the budget in December 2018.

## **Board Governance**

**Consideration of Director Emeriti status on board**—Because 3 directors were not in attendance at the meeting, Smarick suggested postponing discussion of FOL adding a director emeritus category to its Board structure. Smarick clarified that October discussion highlighting the complications of extending terms of Directors who replace resigning Directors and, therefore, do not have the opportunity to serve in the position for a full 6 years, resulted in a shelving of this idea.

Smarick will reach out to Friends members in the coming weeks to solicit nominations (including self-nominations) for the Board of Directors, which will have 4 openings in 2019, with two Directors being term-limited out of their position and the addition of two new Director positions. Invitations to members to serve on a Nominating Committee will also be extended.

Smarick also noted that the Sue Wilson will be taking over membership responsibilities from DeAnn Cheyne in January 2019, in anticipation of DeAnn's tenure on the Board ending.

### **New Business**

There was no new business to discuss.

There being no further business the meeting was adjourned at 9:28 PM.

Respectfully submitted,