



## Friends of Queen Anne's County Library

January 5, 2021 via Zoom

### MINUTES as approved by Board of Directors, February 2, 2021

The meeting was called to order at 7:01 PM with President, Kathie Smarick, presiding. In attendance were board members Beth Maier, Kathy Kwiatkowski and Connie Zillig. Kerry Miller, a future board member, was also present. The board agreed to an abbreviated meeting this month to discuss primarily three topics: the upcoming Literary Lunch, the Annual Meeting, and Friends commitment to Capital Campaign for Kent Island Expansion.

**Financial Update** – Beth Maier, Treasurer, sent the financial reports. The balance as of December 31, 2020 was \$53,136. During December, notable income items include \$4,979 from the 2020 Annual Appeal and \$2,033 (\$3,329 in total) donated in memory of Jack Covert. Other income items include a \$494 from Community Sponsors. In the expenditures section, there was a reversal of prior expenses, notably \$3,728 in returned funds from the Library for the Summer Reading Program.

The Audit Committee will consist of Kerry, Connie and Beth and will meet on January 19.

**A motion was made by Beth and seconded by Kathy to give \$20,000 to the Capital Campaign for the KI Expansion. The motion was passed unanimously.** Naming opportunities were discussed and it was decided to discuss this further with the Capital Campaign Committee.

**Membership Update** – Connie Zillig sent report stating that the Friends now have 513 current members. The increase in membership is from the 2020 Appeal. Number is likely to decline after the Appeal as lapsed members are removed. We received a total of \$3,965 from targeted larger donors in response to a reminder letter that was mailed in November.

**Friends Publicity** – No report this month.

**Library Director's Update** – No report this month.

### Programs

FOL Book Club: Literary Lunches – The first meeting will be via Zoom on January 6 at noon. The book selection is The Book Woman of Troublesome Creek by Kim Michele Richardson. Fifteen participants have signed up. The book selection for February Literary Lunch is The Alchemist, by Paulo Coelho.

**Events**

Volunteer Appreciation event/effort – Thank you notes were sent in December to approximately 30 FOL volunteers in 2020. Several recipients expressed their pleasure at having received these notes.

Annual Meeting – Kathie is preparing a one-page Annual Report to be sent by email to FOL members. The slate of nominees for the board of directors will be voted upon by email as in person meeting this year is not possible due to COVID-19. The voting period will be 7 days ending on Tuesday, March 2. A postcard will be mailed to non-email members, notifying them of the Annual Meeting process for 2021. Kerry will take on role of videographer. Kathie and Connie will prepare videos and Kathie will ask Janet Salazar to prepare a video as well, all to be submitted to Kerry by February 1.

**Board Governance** – The Nominating Committee for 2021 is being assembled, and we have two potential nominees for the 2021 Board. Kathie asked the Library Director and both branch managers for suggestions for new board members. The latest newsletter also had an appeal for new board members as did the volunteer thank you notes.

There being no further business the meeting was adjourned at 8:56 PM.

Respectfully submitted,

*Connie Zillig*

Connie Zillig