



Friends of Queen Anne's County Library

December 1, 2020 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 Connie Zillig, Beth Maier, Kathy Kwiatkowski, and Joselle Gatrell. Kerry Miller, a future board member, was also present.

Motion made by Beth and seconded by Kathy to approve the minutes from November 10, 2020 passed.

Financial Update – Beth Maier, Treasurer, presented the financial reports. The balance as of November 1, 2020 was \$41,852. During November, notable income items include \$5,262 from the 2020 Annual Appeal and \$1,321 donated in memory of Jack Covert. Other income items include a \$1,000 grant from CML and \$31 from Amazon Smile. November expenses were \$130 for on-line auction, \$150 for insurance, \$87 for FOL notecards and \$110 for postage. Also, \$2,500 was transferred to the Library for the KI Adult Creative Art Program. Toward year end, Connie will send note to Katherine Covert, daughter of Jack, with donor names and total amount donated in Jack Covert's memory. Treasurer's Report were acknowledged and filed for audit.

There is also an unspent balance of \$3,700 for the 2020 Summer Reading Program, for which a request has been made to have this returned to the Friends. Amount should be received by year-end.

The Audit Committee will consist of Kerry and Connie and will plan to meet by the end of January.

Membership Update – Connie Zillig reported that the Friends have 461 current members. The increase in membership is from the 2020 Appeal. Number is likely to decline after the Appeal as lapsed members are removed.

Friends Publicity – Kathie Smarick, reported that 6 Facebook posts were made in November. Current followers total 695. The second quarterly Update Newsletter was emailed to 750+ FOL supporters and posted to Facebook. Fundraising option has been activated in Facebook in time for Giving Tuesday. No tax receipts are required as donors receive acknowledgement directly from Network for Good.

Library Director's Update – Kathie Smarick for Janet Salazar.

Possible funding request for child-height tables for meeting room at Centreville. The Library is closed again to in person visits due to rise in Coronavirus cases in the County. Library is still doing curbside pickup and following Covid protocols within the Library. The Kent Island expansion is proceeding smoothly with temporary wall in place and footings poured. The Capital Campaign committee is reaching out to 15-25 community members for significant contributions.

Programs

2020 Annual Appeal – Total amount received through Nov 27, 2020 is \$18,170 before PayPal fees. Year-end donation reminders will be sent in December.

FOL Book Club: Literary Lunches – The first book club will meet via Zoom on January 6 at noon. The book selection is The Book Woman of Troublesome Creek by Kim Michele Richardson. The program will be reevaluated after the first book discussion to determine frequency of meetings.

Events

Volunteer Appreciation event/effort – Notecards were purchased and will be distributed by Kathie to Board members to write thankyou notes to approximately 30 FOL volunteers in 2020. The board will send the thankyou notes in early December.

Board Governance – The Nominating Committee for 2021 will be chaired by Sue Wilson. Kathie will ask 2020 Nominating Committee members if they would like to serve again. Kathie has 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.

Ongoing Business

Brainstorm on-line event opportunities. Ideas suggested include Lights of Love (Xmas Tree), Annual Friends Ornament, M&T Bank Charitable Giving Arm, United Way grants, Acme grants for non-profits, virtual Read-a-thon, Beanstack Read-a-thon, Take-out for a cause (with local restaurant), programs with schools using library resources, golf or outdoor event, random notes in library books. It was discussed that it is helpful to have specific library program in mind when fundraising. Also discussed that with limited board size we should be mindful of time commitment involved in fundraising projects.

2021 Budget – Beth presented a 2021 budget. After discussion and a couple modifications, a motion to approve the budget was made by Connie and seconded by Joselle. Motion passed.

Member Survey – To be discussed in January.

There being no further business the meeting was adjourned at 9:23 PM.

Respectfully submitted,

Connie Zillig

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