



Friends of Queen Anne's County Library
Minutes of Monthly Board Meeting
February 2, 2021 via Zoom

The meeting was called to order at 7:00 PM with President, Kathie Smarick, presiding. In attendance were board members Beth Maier, Kathy Kwiatkowski and Connie Zillig. Kerry Miller, a future board member, and Janet Salazar, Library director, were also present.

Motion, made by Beth and seconded by Kathy, to approve the minutes from December 1, 2020 passed.
Motion, made by Beth and seconded by Kathy, to approve the minutes from January 5, 2021 passed.

Financial Update – Beth Maier, Treasurer, sent the financial reports. The balance as of January 31, 2021 was \$53,953. During January, notable income items include \$1,543 from the 2020 Annual Appeal and \$321 in Donations. Major expenditures were \$1,000 for Adult Storytime on Wheels (funded by a 2020 CML grant). Also, \$20,000 for the QACL Capital Campaign was noted as an encumbered expense. The December 31, 2020 year-end reports as well as the January 31, 2021 period-end reports were acknowledged and filed by audit.

The Audit Committee, comprised of Kerry, Connie and Beth, performed an audit on January 19, 2021. The audit was for the period from January 1, 2020 through December 31, 2020. The checking and savings accounts, the Paypal and Paypal Giving Fund accounts as well as petty cash, were reviewed and the committee found all reports to be in order.

Membership Update – Connie Zillig sent report stating that the Friends now have 523 members. This includes 370 that donated to the 2020 Appeal, 37 who gave in 2020 not through the Appeal, 84 from the 2019 Appeal (technically lapsed), 16 from 2019 not through the 2019 Appeal (technically lapsed) and 16 who donated in memory of Jack Covert. We discussed that we would not send a renewal letter to lapsed members as this might conflict with the Library's Capital Campaign efforts.

Appeal Update – Connie Zillig sent reports that the 2020 Appeal has had 385 donors. This compares to 302 donors in 2019, 292 donors in 2018, and 284 donors in 2017.

Friends Publicity – Kathie Smarick, reported that 13 Facebook posts were made in December 2020, most to encourage year-end giving and spread word about library programs. In January 2021, there were 9 posts focused on Board of Directors openings. FOL had 152 posts in 2020. Followers increased about 7 percent over 2020 with 664 followers at the end of January 2021. Website was updated to include the February Literary Lunch and an application for Board of Directors.

Library Director's Update – Janet Salazar did not have any funding requests this month. The KI expansion now has a large steel structure and is progressing well. The Capital Campaign is working on a web page

which will link a fund with eTapestry software. The brick color for the buy-a-brick campaign was selected. The library has plans to possibly reopen after Presidents' Day, February 16, or March 1, if necessary. When reopen the library will be using a Mobile App for touchless checkout of materials. Vaccines are scheduled for library staff beginning week of February 9.

Programs

FOL Book Club: Literary Lunches – The second meeting will be via Zoom on February 3 at noon after a successful first session on January 6. The book selection for February Literary Lunch is The Alchemist, by Paula Coelho. The next session was changed from April 7 to March 3, following the Literary Lunch on February 3. The book selection for March 3 is The Tattooist of Auschwitz by Heather Morris.

Reading Pros – Carol Franks-Randall will hand-off the materials for this program and will facilitate the connection with the elementary schools. Selected students receive a \$25 Barnes & Noble gift card, FOL Book Nook certificates, and a framed certificate. Kerry Harris is interested in taking responsibility for this program.

Events

Annual Meeting – Kerry has put together a video to post on the website and Facebook. The video shows FOL and Library highlights of the year. The video will be sent to members in lieu of an Annual Meeting. A link will also be provided to members to see a copy of the Annual Report and to vote for the slate of directors. The voting period will be 7 days ending on Tuesday, March 2. Members without an email address will receive a postcard asking them for their email address so that we may provide them with Annual Meeting information. Connie made a motion, seconded by Kathy, for the membership of the Friends to approve the minutes of the March 2020 Annual Meeting.

Board Governance

Nominating Committee for 2021 includes Carol Collins, Kim Baklarz and Bev Mullen. They had a Zoom meeting with Kathie and Connie to discuss process and procedures for the committee. The Nominating Committee will meet via Zoom with three candidates over the next couple of weeks. The directors will vote for officers for the coming year at the March board meeting.

Emeritus Directors - Motion, made by Beth and seconded by Connie, to nominate Kathie Smarick as a Emeritus member passed. Motion, made by Beth and seconded by Connie, to nominate Sue Haddox as a Emeritus member passed.

New Business

Kathie is working on getting the FOL full charitable status with Facebook in order to receive full fundraising status. As far as money raised for the 2020 Appeal via Facebook, we should receive a check from Network for Good about 60 days following fundraiser.

Connie saw a QR Code at Chesapeake Bay Environmental Center for fundraising purposes. This is something we could consider for the Book Nooks once the Library is fully reopened.

There being no further business the meeting was adjourned at 8:47 PM.

Respectfully submitted,

Connie Zillig

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