

Friends of Queen Anne's County Library
Board Meeting
Tuesday, September 6, 2022 via Zoom

Present: Connie Zillig, Kerry Harris, Kathie Smarick, Beth Maier, Joan Moored, Janet Salazar and Lis Cockey.

Minutes-

The minutes of the May meeting were accepted with one correction by a motion from Beth Maier and second from Joan Moored.

There were two electronic votes after the May meeting. On May 31 there was a motion by Kerry Harris and seconded by Joan Moored to update the Friend's mission statement to reflect that QACL has more than two locations. The motion passed unanimously.

The second motion on June 1 by Beth Maier and seconded by Kathie Smarick was to approve the purchase of 2 retractable FOL banners for display purposes up to \$280 in total. The motion passed unanimously.

Financial Update-

Beth Maier reported that the total account balance as of August 31, 2022, was \$23,109.59. The Annual Book Sale sales totaled \$1,392. We received a check from Sweet Frog for \$181.85 which was our percentage of sales during the recent event as well as \$74 in donations. The Book Nooks generated \$323.14. We received \$419.51 in renewing members, \$194.97 in new members and \$1.44 in interest from Shore United Bank accounts. There were miscellaneous donations totaling \$103.52. A check for \$3,088 was sent for the fall KI and CV Sign Language Programs.

The Maryland sales tax exemption for the FOL was received and is valid until 2027. Beth, Joan Moored and Kathie Smarick will work on the upcoming budget which is due by November.

Library Update-

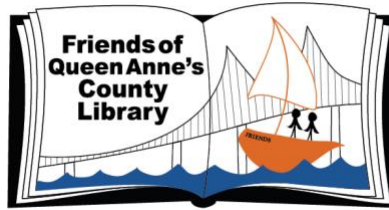
Janet Salazar reported that the KI renovation is still on-going with no set date for completion. The mobile library is ready and routes and times are being established for the north part of the county. They are recruiting for both branches at this time.

The library received a grant for a library kiosk that could be used in the north part of the county, possibly on the porch of the old Crumpton school. The kiosk will house a browsing collection as well as on hold books that can be accessed with a library card. The cost for the kiosk is \$83,000 and the library is asking for \$10,000 from the FOL for the project. The library will be able to move the kiosk to locations within the county to see where a future library location might work best.

There was a second funding request for the Guys Read program in which adult men read books to young boys during their lunch periods. All 6 elementary schools have agreed to the program this year. Funding of \$1500 is requested to purchase books for the program. There are 4 books that will be used and children will receive a book at the end of the program.

Beth Maier asked for clarification about the Summer Reading Program. Janet stated that the program is in the library budget for the year but the covered amount was not reported. The final report for this year's program is not available yet.

Connie Zillig asked if the FOL could print our appeal letter at the library this year. Janet will check to see which branch can print for us.



Connie reported that the person listed as the resident agent on our Annual Report is no longer at the library. It was decided to change the resident agent to The Queen Anne's County Free Library. There was discussion about the new Book Nook at KI. Janet will check to see the signage and if we will have enough shelves.

President's report-

Connie Zillig reported that the facilities master plan was discussed at the last Trustees meeting. The three goals were to determine how best to serve the north county, decide upon CV remodel or expansion and maintain KI since much has been done there recently. The next Trustees meeting will be September 26 and Kathie Smarick will attend.

Connie stated that Hayden has been hired as the Assistant Branch Manager for CV.

Connie has looked into the Community Tax Investment Program which allows Maryland tax credits for some who donate to an entity. She will send the information to Beth Maier for further research.

There were 361 current members which will hopefully grow during the Annual Appeal. Kerry and Connie continue to send out thank you notes.

The brochure is in good shape and Access has been updated with 131 businesses and 300 additional donors from the Capital Campaign. There was discussion about the need for a board member to take over the membership data base and thank you system.

Publicity

Kathie Smarick shared that there have been articles in the Shore Update and Bay Times/Record Observer. The Bay Times photographer attended the recent Book Sale but no story has appeared to date. The FOL participated in Kent Island Days, Summer Reading Program and has information in the library Fall Planning Guide. The FOL logo is on the back of the Mobile Library and banners were displayed at both branches during the Summer Reading Program. There were 29 posts to Facebook during the summer months. Kathie discussed the possible need for an update to the FOL website. The current site is functional but has not been revised since 2015. Connie suggested we place money in the upcoming budget to update the website.

Funding Requests-

Kathie Smarick moved that the FOL fund the Guys Read Program for up to \$1500 with a request for FOL branding/acknowledgement of sponsorship. The motion was seconded by Beth Maier and passed.

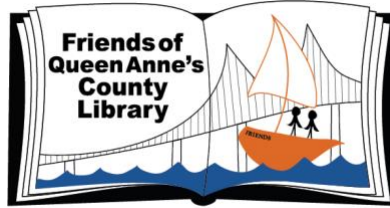
After discussion, the funding request for \$10,000 for the library kiosk was placed on hold until further information could be obtained from the library.

Programs-

The Book Nooks were stocked after the Annual Book Sale and CV has a volunteer rotation in place. KI is still on hold as books must be carried from CV to stock KI. The board will continue to help carry and stock books until the KI construction is completed. Connie will send Lis the list of previous KI volunteers and she will reach out them for future interest.

Raffle quilt sales continue. Tickets will be available on the website. The quilt is being taken to a quilting retreat for sales. Connie will ask the library if tickets can be sold at their popular activities such as Story Time or Crime and a Cuppa.

Upcoming Events-



Kathie Smarick will reach out to Rams Head to see if a restaurant night is possible during the FOL drive week of October 16-22.

The Annual Appeal letter will go out by the 15-22 of September.

The group discussed the Community Business Sponsors Program. Two suggestions were to ask businesses to sponsor a month at one of the Book Nooks or a table at the Book Sale. Beth Maier will work on a proposed plan to be ready when KI construction is completed.

Old Business-

There was discussion of looking at our Book Sale pricing for possible updating as well as looking at pricing at other local sales for comparison. Having raffle baskets at the Book Sale was another suggestion for future consideration.

The Bryan Brothers grant has requested a report on the Summer Reading Program and Kathie Smarick will send this when the library report is available.

Board Governance-

The FOL board application has been updated and will be placed on the website. A press release will go out as well. There will be two informational sessions for people interested in the board. One will be held during an afternoon at KI during the FOL week, exact date to be determined and the other will be November 1 at 6:30 (prior to the next FOL board meeting).

Kathie Smarick moved that we accept the schedule of January 10 at CV, March 7 at KI, May 9 at CV, September 5 at KI and November 7 at CV as the 2023 FOL schedule. It was seconded by Kerry Harris and passed.

The next meeting is scheduled for November 1 , 7 p.m. at CV with a 6:30 board informational meeting.

The meeting was adjourned.

Lis Cockey
Secretary