

Friends of the Library (FOL)
Minutes
February 27, 2023

Call to order: The meeting was called to order by President Marcia Lawrence at 5:00 pm

Attendance: Marcia Lawrence (President), Mary Beth Janssen (Vice President), Jan Ralston (Treasurer), Cindy Durbin, Harvey Foyle, Gene Graber, Ruth Gutierrez (Chair Book Sorters), Jessica Hopkins, Michael Lang, Dawn Moews (Library Board Liaison), Becky Sellers, Ron Sellers, Pauline Stacchini (Executive Director)

Absent: Vicki Brooks, Dee Schwinn (Secretary)

Approve Agenda: Jan Ralston moved that the agenda be approved. Becky Sellers seconded the motion. The motion carried.

Minutes: January 23, 2022, Annual Meeting: Jan Ralston presented amendment on page 2 – Super Friend Report, line 3 change “beatification to beautification”. Michael Lang moved, and Gene Graber seconded the amendment. Motion carried.

Minutes: December 19, 2022, Meeting: Mary Beth Janssen moved acceptance, and Jan Ralston seconded the motion. Motion carried.

Treasurer's Reports: Jan Ralston submitted the financial reports.

Treasurer's Report:

Lyon County State Bank (01/31/2023)	\$18,191.21
Emporia Community Foundation (12/31/2022)	\$28,867.94
Pay Pal (01/31/2023)	\$ 198.91
Cash Assets (01/31/2023)	\$47,258.06

Becky Sellers moved acceptance of the reports. Jessica Hopkins seconded the motion. Motion carried.

Library Board Meeting Report: Harvey Foyle and Dawn Moews reported. Harvey Foyle reported that the Library Board considered having a Bed Bug Policy. The Book Sorters are to be alerted to the issue. Pauline Stacchini will have a PowerPoint presentation on the subject. Dawn Moews stated that the Library Board changed its meeting time from 4:30pm to 4:15pm.

Library Director's Report: Pauline Stacchini reviewed the library data for 2021 and 2022. It was noted that library patrons saved \$1,780,109.72 by using library resources instead of purchasing them. Discussion was held about using the data and adding to it. The “Kidz Koncert” words were discussed since the title is not correct English. Materials are being presented in English and Spanish. She said “Thank You” for the Main Street gift certificate.

UNFINISHED BUSINESS:

The Bylaws indicated that the Friends of the Library have four standing committees.

Membership Committee: Jessica Hopkins and Vicki Brooks are the co-chairs. Additional members are needed.

Communications Committee: Marcia Lawrence currently is making the quarterly online newsletter. Additional members are needed.

Book Sorters Committee: Ruth Gutierrez is the chair of the committee. Volunteers who help at the north building assist.

Internet Sales Committee: No chair at present. Discussion was held. Can the committee be a recruitment approach? Could the FOL have an online store such as ETSY? Should the FOL have a Facebook page?

There is no Match Day committee. The President is the connection to the event with assistance from members.

Bylaws: Article XII, Dissolution – s/b “Emporia Public Library”; the word “Library” is missing. Dawn Moews will check to see how it is worded.

Book Locker & Drop Off Update: Pauline Stacchini indicated that a location is being sought.

She thanked Dee Schwinn and Gene Graber for their KVOE broadcast on Super Friends Sharon & Harry Stephens on 1/26/2023.

NEW BUSINESS:

The \$500 (Annual?) Masonic Literacy Grant is applied for each year.

Match Day committee: Gene Graber, Michael Lang, Marcia Lawrence, Jan Ralston. President Marcia Lawrence will lead the process by sending in an application – due March 01-March 31. Match Day is November 13, 2023.

Appoint auditor for treasurer's books: Michael Lang will seek information about an auditor.

Spring Book Sale (March 25-30, 2023) Planning:

- Sign Up Sheet to work: Dee Schwinn handles it.
- Specials Pricing: Full Price Days followed by bag days of \$10 Monday, \$10 Tuesday, \$5 Wednesday, \$2 Thursday.
- Book sale signs: Marjean Anderson distributes them.
- Marquees: Cindy Durbin will contact businesses and schedule.
- Postcard mailing: Gene Graber will organize the meeting date to address and stamp the cards.
- Email blast to FOL members: Michael Lang has email lists.
- Publicity: need volunteer (KVOE, Gazette/Shopper, Chamber newsletter, Visit Emporia website, Main Street newsletter, schools, etc.).

Need for additional key(s) for the FOL building during book sales: The City provides one key. The City Administration will be contacted about a second key.

For the Good of the Board:

Cindy Durbin can provide 500 grocery bags for the book sale at no cost.

Two Annual Meeting attendees expressed interest in volunteering at book sales: Cynthia Thomas & Martha Scott

The next Friends of Kansas Libraries Zoom meeting is March 3 (first Friday), 9-10 a.m. We could consider joining since it is just \$25 for Friends groups.

Adjournment: Cindy Durbin moved for adjournment. Michael Lang seconded the motion. The motion carried and the meeting adjourned at 6:16 pm.

Next Meeting: Monday, March 20, 2023 – 5:00 p.m. – EPL Large Meeting Room

Dates to Remember:

Set up for the Book Sale: Friday, March 24, at 1:00pm for about an hour.

FOL Building/Book Sorters: Tuesdays: 9:00 a.m.--noon; Wednesdays 1:00–4:00 p.m.;
Thursdays 9:00–10:00 a.m. & 1:00–3:00 p.m.

Emporia Public Library Board Meeting, March 9

Spring Book Sale, March 25-30

Emporia Public Library Closed for Easter, April 9

National Library Week, April 23-29 – Theme: “There’s More to the Story”

National Library Workers Day, April 25