

Bandon Library Friends and Foundation Monthly Meeting

April 25, 2017

MINUTES

BLFF President Merle Logan called the meeting to order at 10:02 am.

Attendees: Merle Logan, Barbara Adams, Steve Adams, Jean Hanna, Tamsin Hanna, Cathy Johnston, Horty Joyce, Lorna Logan (via Skype), Megan Maloney, Rosalyn McGarva, Marilyn Noorda, Karen Thomas

Introduction of Guests: There were no guests.

Minutes -- Last Meeting: March 28, 2017. Jean moved to accept the minutes, Tamsin seconded, and the Board approved.

Treasurer's Report: Barbara said that for March 1, 2017, the beginning balance in the operating account was \$39,993.56. Income for the month was \$904, with \$499 from the Neverending Book Sale. Horty's number will be different, as Barbara goes by the date the deposits clear the bank and Horty goes by when she collects the money. There were disbursements of \$2,010.78. Effective March 31, 2017, available operating funds totaled \$38,886.78. The Endowment Fund balance was \$140,288.26. \$22,117.01 was available in the checking account effective April 25, 2017. Jean moved to approve the report, Horty seconded, and the Board approved.

Barbara mentioned that Maureen is working on a new website and Steve and she were asked to proofread. Steve read the by-laws which state two signatures are required for all checks over \$200. This is not a bank requirement. The Board suggested that the by-laws amount requiring two signatures on a check be changed to \$5,000. Tamsin moved to approve this, Horty seconded this and the Board approved the motion to vote on this at the next meeting.

Library Board update: Cathy said that City Manager Robert Mawson attended the Library Board meeting. He is very interested in everything related to the library. He is proud that the BLFF raised money for the door project in such a short period of time. He stated that a permanent mural on the door to the children's library would require maintenance, so is more inclined to a community-type project. Merle said that once the committee decides what it wants to do with the door, this request will go back to the City.

Library Director's comments: Rosalyn attended the OLA (Oregon Library Association) meeting last Wednesday through Saturday. There were many vendors who attended and presented their materials, including one with well-bound children's "classics" books series that are replaced free of charge if severely damaged.

Rosalyn has bike locks available for people to check out to use on their bicycles that are parked at the library.

Food for Fines is coming up again May 23-27, with the goal to get kids' fines cleared up for the summer reading program

Amy Fraser has been hired as a permanent, 10-hours-per-week library aide. Former library volunteer Cody Barkdell has been hired as a substitute library aide.

Approximately 150 people attended the April 24 Title Wave program in Bandon. The BLFF Board believes this was the best-attended Title Wave program. Megan pointed out that the BLFF advertised extensively, in addition to whatever advertising the Coos County Library District provided.

Karen mentioned an idea from last month's meeting to possibly charge a fee to attend future Title Wave programs. Rosalyn will bring up this idea at her next Library Directors meeting. The BLFF Board consensus was that many of the 150+ people who attended in Bandon this year would not have attended had there been a cost. Rosalyn said that even with donations from the Library District and various Library Friends groups, there was not enough money to pay the actual cost of the Title Wave Program. Some library directors contributed personal funds; funds were also received from local businesses, including WalMart. The Mill Casino contributed room and board for this year's presenter.

Discussion Topics:

Children's Room Door/Improvements: The Committee - Lorna, Sabrina, Marilyn, and Julie - will meet after Lorna returns, the first week in June. Lorna would like the contractor to make a sample frame with a plexiglass cover for art that can be charged out. Cathy said she spoke with Julie, who said that the door to the children's library will remain closed more often once work on the door is complete. Cathy also said that the City Manager has given permission for the BLFF to have the children's library door frame painted.

Piehl Poetry Contest: This year's theme was "Celebrating Differences." There were 121 poems submitted, with six winning poems chosen. All students who submitted poems will receive a professionally printed, frameable certificate. Winners also receive a cash prize. Many of the poems were well-written and thoughtful, focusing on positive aspects of individual differences among people. Judges were Weld Champneys and Ava Richey. The Master of Ceremonies at the reception this Friday, April 28, at 7:00 p.m. will be Ed Swenson, a good friend of the Piehls. Megan encouraged Board members to attend. Megan read several of the poems to the Board. This will be Weld's last year with the contest, and Megan asked that someone new take over her part, the organization of the contest, starting next year. The winning poems will be posted on the BLFF website and possibly in the newspaper. A suggestion was made to publish a "selection" of poems submitted. Rosalyn mentioned that other County libraries are now hosting poetry contests.

Summer Book Sale: Cathy said the closets are full of books to be sold at the Summer Book Sale, July 13-15, with set up on July 12. Cathy said that throughout the years, the book sales have changed. Books aren't as popular as in the past. Cathy read from a report from 2010-11 which showed book sale income of \$4,500; it's currently closer to \$2,000 for each sale, summer and holiday. She stressed that book sales cannot be the BLFF's only fundraising source. Cathy felt that additional publicity would not improve the sales' financial outcome. She brought up the idea of charging \$4-5 per bag of books on the last day for next year. Lorna will make an appointment to have Salvation Army pick up books left over from the summer sale to help eliminate the need to recycle/throw out unsold books.

Newsletters: The newsletter went out and a copy has been given to Maureen to post on the website. Return Service was changed to Address Service Requested, which costs \$.47 for each return, but provides BLFF with the new address and forwards the newsletter. This month the additional cost was approximately \$12, less than when using the previous service.

Budget Committee: Barbara thanked Tracy, Karen, Cathy and Horty for meeting with her and for their good suggestions. Rosalyn's proposed 2017-2018 library materials budget was distributed at the meeting, along with the Budget Committee's suggestions. Income and expenses were based on the past three years' data, excluding any one-time purchases, expenses, and sources of income. The Children's Library Fund, after paying out \$3,500 for the door, maintaining \$1,000 for artwork on the door, and paying out children's library expenses since January 2017, has a balance of \$3,000. This is the amount that Rosalyn has requested for children's books next year. The Committee determined that it should be up to Rosalyn how she purchases materials. Barbara recommended that everyone look over the information presented and that it be resubmitted at next month's budget. She would like a new budget approved to go into effect July 1. She will track the budget closely and report back to the Board quarterly. The Board thanked Barbara and the committee. Barbara mentioned that items listed on the budget in red are mandatory or already-approved expenses.

Current Business:

Historian: There was no report.

Neverending Book Sale: \$554 was earned for March, and \$393 has been earned so far in April. Cathy commented that in 2010-11 the NE book sale was smaller but earned approximately \$1,300 more than it does currently. She again pointed out that the BLFF cannot rely solely on book sales for its income.

Movie Night: This month's movie was *It Could Happen to You*, a romantic comedy; 18 people attended. the May movie will be *The Cotton Club*.

Book Club: April's selection was *The Cold Dish* by Craig Johnson, the April 24 Title Wave author/presenter. About 10 people attended. The meeting time will change back to 7:00 p.m. from 6:00 p.m. effective next month. The May book selection is *Room*. *A Study in Scarlet* will be discussed in June.

Travel Night: The April presentation was on the Falkland Islands and given by Kent Hall and Bev Minn, who used to work for U.S. Fish and Wildlife. Approximately 45 people attended. It was a fascinating program. For May, there will be a presentation on Cuba; in June, there will be a presentation on England and Wales.

Website: Steve commented that Maureen is completely redoing the website.

Publicity: The BLFF Facebook page now has 263 'likes,' up from 255 last month.

Art Committee: There was no report.

New Business:

Other: Cathy mentioned two websites, *Razoo* and *Go Fund Me*, available to help raise money for specific items or projects.

The BLFF annual Board Meeting will be held Tuesday, May 30, 2017, at 10:00 a.m. The BLFF monthly Board Meeting will immediately follow.

The meeting adjourned at 11:25 a.m.

Megan Maloney, Secretary