

Bandon Library Friends and Foundation Monthly Meeting

January 23, 2018

MINUTES

BLFF President Merle Logan called the meeting to order at 10:03 a.m.

Attendees: Merle, Rosalyn, Melody, Horty, Karen, Jean, Tamsin, Barbara, Steve, Lorna (via Skype), Sabrina, Cathy, Megan

Introduction of Guests: none

Minutes -- Last Meeting: November 28, 2017. Marilyn moved to accept the minutes, Horty seconded, and the Board approved.

Treasurer's Report: Barbara said that for November, 2017, the beginning balance in the operating account was \$38,485.24. Income for the month was \$1,637.29, of which \$923.50 was from Staff Picks and \$211 was from quilt raffle tickets. There were disbursements of \$2,352.82, which included \$1,501.79 for Staff Picks. Effective November 30, 2017, available operating funds totaled \$37,769.71. The Endowment Fund balance was \$142,038.46. Horty moved to accept the Treasurer's Report for November, Karen seconded, and the Board approved.

Barbara said that for December, 2017, the beginning balance in the operating account was \$37,769.71. Income for the month was \$12,954.51, of which \$1,800 was matching funds from the December book sale, \$4,000 from the Sprague Foundation, Staff Picks brought in \$2,184, and \$1,347 was from the book sale. There were disbursements of \$1,986.06. Effective December 31, 2017, available operating funds totaled \$48,738.16. The Endowment Fund balance was \$142,263.87. \$32,754.88 was available in the checking account this morning. Horty moved to approve the December Treasurer's Report, Sabrina seconded, and the Board approved.

Holiday Book Sale summary -- Barbara reported total income, including matching funds, of \$3,509, expenses were \$103.01, therefore, net income was \$3,405.99.

Library Board update: Cathy said Rosalyn is waiting on the City for their meeting room policies and alcohol use statement. On behalf of the Library Board, all think Rosalyn is doing a great job and the Board appreciates that she has got the library more involved in the community. The next meeting is this Thursday at 10:00 a.m.

Library Director's comments: This Saturday, children will be making valentines. Another upcoming event is a maternity/kids' clothing and toys swap on February 24, 10:30-12:30. This was begun by the Sewing Circle, a group of mothers who want to teach sewing skills to children. This event occurs every 4-6 months. The Women's Sewing Circle meets the third Thursday of each month, 1:00 until 3:00 p.m.

Title Wave 2018's speaker will be adult and young adult suspense writer Gregg Hurwitz on April 25, at 1:00 pm in The Barn. Horty mentioned that the BLFF normally donates \$500 toward this event.

The weekly "Girls Who Code" class is quite active. The library wifi/internet access is working well now. The library is working with a company called Executec. The phone service still has problems with hangups. The new IT support person is Daniel Navarro.

Discussion Topics:

December Book Sale: Cathy said the December Book Sale went very well. The raffle quilt made by Melody Rogovoy was an excellent backdrop. The sale was well-attended. Cathy will be training a volunteer, Russ Sisk, for a year or two to take over the sale. Lorna reiterated that it went well. Karen commented on how welcoming and festive the sale was.

Quilt Raffle: Barb said the final numbers on the quilt raffle was 633 tickets sold, earning \$540. Daisy Franzini from Port Orford had the winning ticket and received the quilt from Melody. Daisy also made a donation to the BLFF. The entire Board thanked Melody for making this quilt and donating it to be raffled off. A picture of Daisy and Melody was included in the BLFF newsletter. If a copy of the picture can be forwarded to Maureen and Megan, it can be included on the BLFF website and Facebook page.

Sprague Closet: Merle has reorganized and inventoried the Sprague Room A/V closet contents. There are some parts and pieces missing and others that are not working. Merle asked that people let him know via email of any concerns they have. The library staff now has a Mac adapter at the front desk for people to check out. He would be happy to schedule training dates. Rosalyn is working on new instructions to give out to people who reserved rooms. She mentioned that online reservations can be made for the Barn and hopes that eventually this can happen for the library room reservations, too.

Staff Picks Project: Cathy said that, on Razoo, the total amount earned for the Staff Picks Project is \$10,235. The year-long project will continue through August 2018. Expenses besides purchasing books and other media have been under \$200. Online donations are about 25% of what's been received. Suz went to a Rotary meeting this past month to talk about Staff Picks and came away with a \$50 donation. Staff Picks information will be in the library foyer cases in February. It will be a revolving display, with 10 different books each week, along with a donation box.

The Bandon Art Gallery February artist said that Staff Picks reps are welcome to attend her reception on February 4. Karen, who is on the Staff Picks Committee, commented on how intimately library staff have been involved with the project and the committee. This partnership has been remarkable and highly effective, and has now expanded to include the Bandon Library Art Gallery and the BLFF Bandon Readers book club. She will attend the next 100 Strong Bandon meeting and would be willing to put forward Staff Picks as a possible recipient of funds. Cathy provided a sheet to the Board on what the Staff Picks means to the library staff. Cathy said that the library staff are doing 90% of the work involved.

Piehl Poetry Competition: Megan pointed out that there will not be a Piehl Poetry Competition this year. Instead, Gary Carter, a Port Orford writer, is putting together a book of poetry and short stories. He is accepting contributions through February 15, 2018, and allowing the BLFF to solicit submissions from grade 5-12 students in Bandon, Langlois, and Port Orford. These and all other submissions will be included in a book entitled "Songs from the Southern Oregon Coast," to be published in April, National Poetry Month. The students who submit their original work through the BLFF and the Bandon Library will receive a copy of Mr. Carter's published book, purchased for them by the BLFF.

Current Business:

Budget Committee: Barbara provided copies of year-to-date information. The BLFF has exceeded the donation budget for the year, having already done its major fundraising. Donations, year to date, are just under \$10,000. Disbursements are in line with expectations. Expenses have been approximately \$9,200. The Board thanked Barbara for putting together this information.

Newsletters: Steve said that the newsletter went out the week before January 1. 325 copies were printed, 296 copies were mailed out, and the remaining copies will go to the library front desk. There were just six returns with postage due. Total expenses were \$141.19 -- \$86 for printing (which included an unsolicited 10% discount), \$50 for mailing, \$4.66 for return postage. Steve would like the Board to consider and discuss at the next meeting whether we want to continue with a mailed newsletter. The annual cost for the newsletter is \$565, plus the bulk mail permit, which is \$250.

Art Committee: There is no new information.

Historian: Steve thanked Rosalyn for giving him several things lately, including original landscape plans 2003-2005 from By-the-Sea Gardens, and a copy of an article from May 2005 about establishment of the mosaic patio done by Bandon students and teachers. There were also envelopes with back-up financial data on CDs and floppy disks from the Bandon Library Development Foundation for 2001-2005.

Neverending Book Sale: Horty reported that \$329 has been earned so far this month. There may be a new volunteer helping with book sorting.

Movie Night: Horty reported that 18-20 people attended December's movie, *Driving Miss Dairy*, and 12 people attended January's movie, *Thunderball*. February's movie will be *It Happened One Night* with Claudette Colbert and Clark Gable.

Book Club: Sabrina reported that 14 people attended the December 18 meeting where *Astrophysics for People in A Hurry* was discussed. There was a potluck and new books for the first six months of 2018 were chosen. There was a suggestion to include more non-fiction books. Eight people attended January's meeting to discuss *The Goldfinch*. February's book is *The Dry*, a Staff Picks selection. A Staff Picks representative will attend this meeting to talk about the project. There will be a Staff Picks display in the library cases this month. Sabrina and Sara have been speaking about how to grow the book club. Sabrina suggested adding a lunchtime book group. It would be a different day of the week, when the library is open. This would increase visibility and staff involvement. If the Board agrees, Sabrina would like this to begin in April. Initially, the daytime book club group would discuss the same book as the nighttime group. The Board whole-heartedly agreed. Marilyn suggested Wednesday, since the Senior Center does not offer lunch that day.

Cathy said that she's put a shelf together in the back where book club books can be kept. Sara will help with this.

Travel Night: There was no December Travel Night. Marilyn reported that this month there were 53 people in attendance for Sue Church's talk about her trip to *New Zealand*. February's program will be given by Dulce Havill on *Bhutan*. The March program will be "Central Europe and Russia" with Jane Ujhazi.

Website: Megan mentioned the extensive Staff Picks Project work that Maureen has been doing.

Publicity: Megan said she feels things are going well but always appreciates suggestions and reminders. Horty and the Board said thank you.

New Business: Cathy asked the Board to move interest from the endowment fund to the general fund so it can be available to spend. She feels it will be good for the public to know this is being done. She said

that this was the intent for when the endowment fund reached \$100,000. Barbara said that most of the endowment funds are in time-sensitive CDs. She will doublecheck terminology and let the Board know next month.

Barbara said that a patron asked for a more specific acknowledgement of his donation, beyond the standard thank-you that is written for each donation. Barbara will check to see if this is legally necessary.

We will discuss at the next meeting whether to continue BLFF Board Meetings at 10:00 a.m. or change them to 7:00 p.m. after daylight savings time begins.

The next meeting will be held Tuesday, February 27, 2018, at 10:00 a.m.

The meeting adjourned at 11:31 a.m.

Megan Maloney, Secretary