

Bandon Library Friends and Foundation  
Meeting Minutes  
July 26, 2022

**Attendees:** Megan Maloney (President), Cathy Larcom-Johnston (Vice-President), Linda Hill (Secretary), Tracy Hodson (Treasurer), Sabrina Johnson, Horty Joyce, Karen Thomas, Christine Kingsbury (Library Director), Gaia Riverwood, Maureen, Lorna Logan

**Guests:** Dennis Hitchcock, Gaia Riverwood-Brown, Maureen Haggerty

Meeting called at 2:08 p.m.

**Previous Minutes: (Megan)**

Karen Thomas MOVED that minutes of the May 24, 2022, meeting be accepted as written. Lorna Logan SECONDED, and the motion passed unanimously.

**Library Director's Comments (Christine Kingsbury)**

Christine reported recent library activity. Linda Hill has been hired as a new employee. A presentation by Shoreline Education Awareness in partnership with the library saw 50 people at the first children's event, with an outside presentation at the bandstand in the park, followed by activities at the library. More than 70 children have signed up so far for the summer reading incentive during July and into August. They are entered into drawings when they turn in reading logs. On one Friday morning each month, the library is hosting a free writing session. Jan Ayers is heading this up. Three people attended the first meeting. There is a planned author talk by Mark Yaconelli, *How Stories Can Save Us*, planned for August 12<sup>th</sup> at 7 p.m. in the Sprague Theater. In September and October, a travelling dinosaur exhibit is planned, and there will be a free Celtic harp concert on November 8<sup>th</sup> in the Sprague Theater. Christine has also applied for a grant through Public Library Association for possible computer classes for adults and should know in August if it has been awarded. She is also talking with Maureen regarding Cyberlinks, who offer to do Zoom meetings. The staff is still working on the self-checkout system. The city will do the wiring in the next couple of weeks. Tagging of DVDs and CDs is ongoing. The story boards for the Storywalk project have arrived, and the project is awaiting City Public Works to install them. Parks and Recreation is seeking a grant to install a pathway along the route.

**Historian/Matching Funds Status (Sabrina)**

Sabrina reported that the work is going well in organizing material into the binder. The Matching Funds Donation poster is up in the library, and the amount currently stands at \$405.

### **Treasurer Reports: 4<sup>th</sup> Quarter 2021-22/Annual 2021-22 (Tracy)**

Tracy presented the end-of-fiscal-year reports (as of June 30<sup>th</sup>) and the 4<sup>th</sup> quarter Income/Expense and Balance sheet. Lorna MOVED that the reports be accepted as written and Sabrina SECONDED. The motion passed unanimously.

One CD for \$39,000 matured in July, and one will mature in September. These will be cashed out and then will be invested into a \$100,000 CD. The balance will be staggered into smaller CDs. There is a question of how much to move into the endowment fund. There is also approximately \$48,000 in checking, not including the \$20,000 for children's programming that was previously agreed to. She reiterated that we currently have an abundance of money in checking that is not being utilized. Megan asked if we've paid all for the RFID project (Wilson bequest). There is a check for \$13,000 to give to the city. There is the accumulated interest from endowment, plus children's books, trivia program, large print books (Christine's special projects balances). The interest from all the endowment funds for fiscal year amounted to \$129. Megan suggested that the Board think about it what to do with the excess funds and make a decision at the next meeting.

### **Book Sale: August 5, 6, 7 (Lorna)**

Lorna reported that the boxes for this sale are scheduled to be unpacked on Thursday, August 4<sup>th</sup>. There are 120 boxes in the Sprague Room closet that are earmarked for this sale. Gaia, Dennis and Megan volunteered to help. There is a need for volunteers for the days of the sale. Horty has a list of folks who have helped in the past and will call them. Cathy added that Sunday is a "free books" day. This is the first sale of this kind, so there are some unknowns. Maureen questioned whether there would be a time slot for members only. Cathy replied that there is not but that it would be helpful for Megan to have a membership list. Maureen said she could make it available via phone on Google Drive. Megan will print a hard copy of Mo's list as of August 4<sup>th</sup>.

### **Book Sale: Never Ending April, May, June 2022 (Horty)**

So far this month, the total received is \$230, including \$80 for three dolls. There is also a total of \$40 in donations that is not included in that amount. The April total was \$433, May was \$361, and June was \$264.

### **Book Sales: Itty Bitty May 7, July 2, and September 3, 2022 (Cathy)**

The July sale was the best Itty Bitty sale so far and brought in \$459 in books, \$28 in donations \$5 in memberships. She feels the sales should continue next year. The July sale was set up inside. The pricier table did well, and feedback from customers was good. Cathy doesn't see having a two-closet sale again in future, in the summer, she believes people are still hesitant to come out. NEBS is typically the best sale of the year, but that is only true when library is open. She thinks that the sales of pre-pandemic years are probably not going to happen in the future. Christine said she does not foresee the library needing to close again. Megan indicated that she believes that part of reason the July sale was so successful was that it was held in conjunction with the July 4th celebration in the park. She proposed May, July and September as the months to hold the Itty Bitty sales next year and added that we could also have a summer-type sale at other times of the year.

### **Library Board (Karen)**

The Library Advisory Board met June 21. The art policy had been revised and was accepted. The board is in the process of updating old policies one by one. The City Involvement Committee also had a meeting on June 29th. This committee is supposed to receive guidelines on public committees in general. They are looking for suggestions. Currently, representatives for this committee are from City Council Parks and Recreation, the Library Advisory Board and the Planning Commission. If anyone is interested in taking part, they should contact Karen. Though this committee is mandated by the state, it has not been active for the last six years. At this point the city is mainly trying to find people who are willing to serve.

### **Book Club (Karen)**

There have been two meetings so far. On June 14<sup>th</sup> 16 people attended and on July 12<sup>th</sup> 12 people attended, which Karen feels was a good turnout. The first book discussed was *The Lincoln Highway* by Amor Towles; *Night Watchman* by Louise Erdrich was the second. The group met in the afternoon. One participant

volunteered to provide treats for all the future meetings. The next meeting will be on August 9<sup>th</sup>, when the featured book will be *The Beekeeper of Aleppo*.

### **Art Gallery (Tracy)**

Tracy has scheduled artists through most of next year. She is hoping that next year the gallery schedule will be able to return to normal. Victoria Tierney's show will continue on the library long wall for another month. Gaia might exhibit there next. The next gallery show will feature a photographer, Thomas Glassman. Tracy also plans to swap out the current sculptures sometime in the next few months.

### **Movie Event: June 18, 2022 (Horty/Cathy)**

Only 12 people attended the screening. The sound was great, and almost everyone liked the movie. Social distancing was no problem, and everyone who came had a good time. Karen said Tracy did a great job as MC. Cathy suggested *Mr. Smith Goes to Washington* as the next movie, perhaps in October. The Sprague does want us to do it. She will ask whoever will be running the theatre if October is a possibility. The event made \$85 in donations which will go to the theater. The cost of the movie was \$175 with a \$75 cleaning fee. She stressed that we do need to make a decision very soon. Sabrina suggested to decide via email communications. Tracy suggested *Duck Soup*, if it is available to show under licensing regulations. Megan offered to check on possible dates, and asked to be told about *Duck Soup* or possible other titles within a week. Otherwise we will assume that *Duck Soup* is the choice. Megan will coordinate any needed actions.

### **Lifetime Members Club (Cathy)**

Cathy has asked Christine to come up with possible projects for the club by September. Cathy will send out emails and snail mails to all the members with details near the beginning of October. She thinks that the project went well last year, considering there was no permanent library director and no definite projects. She wanted to thank Christine for pitching in quickly. Cathy is considering only doing an in-person event every few years.

### **Newsletter (Megan/Eunice)**

Everyone should have received the edition by now. Megan stressed that although Eunice does a wonderful job with the newsletter, she cannot put it together if she doesn't get articles from us. Eunice wanted to remind us that the deadlines for the newsletters are established so that those involved in the production of them can work them into their schedules. The next deadline is September 30<sup>th</sup>, and

Megan urged us to start considering possible articles to write and to put them on our calendar for timely submission to Eunice.

### **Travel Night (Megan)**

The recent history of Travel Night is that we didn't have a chairperson after Marilyn left, then Covid happened, and now we are reopening. Historically, this has been the most highly attended event. Library patron Ivy Wagner has contacted Christine about making it happen again. Christine's proposal is to see how the morning writing session goes, then perhaps add a travel-oriented morning. Karen stated that previously the events were held in the evening and perhaps we could do an occasional evening presentation. Horthy suggested holding an organizational meeting to see how much interest there might be and to discuss possible times and frequency.

### **Strategic Plan (Megan)**

Megan reported that by the next meeting she hopes to distribute the updated draft to board members to review.

### **Publicity (Megan)**

Megan reported that she is starting to contact radio stations and other outlets as she used to do. Karen asked if it would be appropriate in publicity to ask folks to mask for the book club rather than leaving it up to people, as it is a BLFF function. There was a general agreement that it will be fine to require masks. Christine will mention it on Facebook. Maureen reminded members that if we want something posted on the website, we need to let her know. Christine said that she is also trying to put out something every week on Facebook.

### **Next Meeting Date**

The next meeting will be held on Tuesday, October 25, 2022 at 2:00 p.m.

The meeting adjourned at 3:35 p.m.

Minutes taken by Linda Hill, Secretary.