

FRIENDS OF THE MAUD PRESTON PALENSKE LIBRARY
Minutes of the Membership Meeting---August 11, 2018
Next Meeting: October 13, 2018

Members present: Rebecca Marsden, Deb Burlingame, Ginny Antonson, Lisa Kubash, Clem Brueck, Kathy Ward, Anita Shadler, Anjum Gillespie, Lisa Bartoszek, Kevan Truman, Darlene Kiessel, Liz Ball, Stephanie Masin,.

Guests in attendance: none

Meeting was called to order by Ginny Antonson, vice president, at 10:15am.

Announcements/Correspondence

- None

Minutes of the previous meeting unanimously approved as mailed.

Treasurer's Report (Deb Burlingame)

- Treasurer's report presented by Deb Burlingame (see below) unanimously accepted subject to audit.
- Our group's name has officially been changed at 5/3 Bank.
- Deb has enlisted the expertise of Linda Ely, local accountant, who has been assisting with filing tax documents for both state and federal; 3 months post end of fiscal year is the deadline for filing.
- One key item discovered is that we need to track "extra" donations from book sale change (e.g. "keep the change" donations) and note them for tax purposes.

Friends of the Public Library		
11-Aug-18		
Beginning Balance		\$ 7,294.06
Book Sales	6/11 Deposit	\$ 50.00
	6/27 Book Sales	\$ 49.05
	7/5 Book Sales	\$ 3.00
	7/9 Book Sales	\$ 11.00
	7/13 Book Sales	\$ 18.00
	7/19 Book Sales	\$ 20.00
Dues	6/9 Kathy Ward	\$ 10.00
	6/9 Clem Brueck	\$ 10.00
	6/9 Anita Shadler	\$ 100.00
	6/27 Willam & Jane Marohn	\$ 100.00
	6/27 Thomas & Wendy Lahvic	\$ 10.00
	7/5 Robert & Janice Lane	\$ 20.00
	7/5 Kevan H. Truman	\$ 100.00
	7/9 Shawn M Kim	\$ 100.00
	7/9 Bill & Kathy Hanley	\$ 100.00
	7/9 Diane Radewald	\$ 100.00
	7/9 Mimi Elwell	\$ 10.00
	7/9 Daniel F. Hopp	\$ 100.00
	7/9 Janet Smiedendorf	\$ 100.00
	7/9 Robyn Neumann	\$ 10.00
	7/13 Gayle Olson	\$ 100.00
	7/13 Philip & Loni Maki	\$ 100.00
	7/19 Stephanie Mack	\$ 40.00
	7/19 Cindy Burch	\$ 50.00
	8/3 Donation	\$ 250.00
	8/3 Robert/Cynthia Ehrenberg	\$ 100.00
	8/3 Phyllis & Ren Baldwin	\$ 10.00
	8/3 Patrice Rose	\$ 100.00
Expenses		
	6/9 Rolling Cart	\$ (53.98)
	6/9 Summer Reading Program	\$ (144.00)
	7/13 Shelving	\$ (1,307.04)
Ending Balance		\$ 7,560.09
Reserve Fund		\$ (500.00)
Available Funds		\$ 7,060.09

Director's Report (Stephanie Masin)

- Children's library section has reopened, with huge numbers of children participating in the Summer Reading Program.
- Most Summer Activities getting 100+ participants, except for "Pint-Sized Polka", which was very few.
- Staff updates: Marny has resigned, and there is one other part-time position available. Stephanie is currently interviewing for the adult and teen librarian positions.
- Board Updates: A building subcommittee has been established and attorney hired; currently prioritizing library needs.
- Fundraising Updates: The group has devised a possible Corn Hole tournament to be held as a simple fundraiser.

Committee Reports

- **Book Sale Committee:** Dates for upcoming sales: Children's Book Sale, November 5-10, 2018. Deb will determine when Story Time is held at the library and schedule the sale times. Flyer can go to all preschools and schools. Planning will happen shortly and sign-ups will occur next meeting. We are looking for something to pair with the November sale, possible selling cookbooks or holiday books. Spring Book Sale, April 25-27, 2019
- **Library Board Report:** Ginny gave the Board members a chance to join the FOTL, which has resulted in many new members.
- **Wish List Committee:** Most wish list items have been purchased. Shelves will be delivered November 1. Picnic table will be purchased this week, and the employees have requested an umbrella for the table. Games will be purchased shortly.
- **Membership Committee:** Deb presented a new membership list with many new members included.

Old Business

- Book Bags. As previously reported, Stephanie has done research to purchase FOTL-branded book bags. Canvas bags work well for printing and are sturdy for holding books. Coated bags also hold up well. Kathy Ward and Anjum Gillespie will help Stephanie design and develop the bags.
- Treasure Books and eBay. Deb suggest Rebecca Marsden take over the program. The Paypal and eBay accounts need to be created; Sally will send information on non-profit versions of the systems to Deb, Darlene and Rebecca. Purchase of a postal scale was discussed.

New Business

- New Members. We have many new members, some of which do not wish to be involved in FOTL-sponsored activities. A committee was established, consisting of Lisa Bartoszek, Darlene Kiessel, and Ginny Antonson, to determine how to communicate with our various types of members. It was decided by the group to not include these new members on any communication until the committee reports back.
- Brochure. Our current information brochure is outdated; are there other ways we can reach people, like a bookmark? The possibility of designing a new logo was a discussed as well. A committee was established, consisting of Lisa Bartoszek, Liz Ball, and Ginny Antonson, to work on the brochure needs.

- Leftover Book Sale books. Clem had a meeting with Lincoln Township to discuss what to do with leftover books from our sales. Lakeside Book Consignment in Benton Harbor takes books in on consignment from Lincoln Township as a donation.

Meeting adjourned; motion made by Lisa Bartoszek, seconded by Clem Brueck, unanimously passed.