



FRIENDS OF THE SUN CITY LIBRARIES, INC.

Board of Directors Meeting Minutes - January 14, 2016

The meeting was called to order at 9:30 by President Tom Everitt. Present were Board members Marcia Davis, Judy Wannamaker, Camilla Kuberka, Pat Bates, Sue Painter, Roberta Hawksworth, Jerry Walczak, Laura White. Board advisors present were: Mary Anne McDonald (Bookstore Manager), Jennie O'Leary for Frank Patterson (MCLD) and Ida Eisert (RCSC)

Approval of Minutes: Sue Painter moved and Judy Wannamaker seconded that the minutes of the December 10, 2015 be approved. Motion carried.

REPORTS:

Treasurer - Sue Painter

Due to year-end delays with statements, Sue did not present a report. A copy of the 2016 budget was distributed. Sue noted that some numbers were reduced from 2015 and noted that the web domain fee of \$324 was included in the budgeting.

Sue asked Ida if Friends could purchase more "reading ducks" from RSCS because they are selling very well.

Jeremy Reeder (MCLD) will attend the annual meeting in February.

The budget will be presented at that time.

STANDING COMMITTEE REPORTS

Publicity - Jerry Walczak

Jerry Walczak has tendered his resignation following his election to the RCSC Board. It was accepted with regret and he was thanked for his efforts on behalf of Friends of the Sun City Libraries. Jerry, in turn, thanked the Board for their support during his tenure. All his files were turned over to Tom.

Jerry noted that Book Buddy ads will run in The Independent every other week, alternating with ads for Books Around The Corner.

Finance - Sue Painter

No report, pending receipt of all year-end statements.

Activities - Camilla Kuberka

Camilla is currently working on the spring event for volunteers to be held at Palmbrook Country Club. She will be giving away various promotional items to the volunteers.

Camilla asked for volunteers to assist with the Friends table at the new residents orientation program, "Discover Sun City", to be held on Wednesday, January 20th, at Sundial. Roberta and Laura will man the table for the morning shift with Tom and Sue taking the evening shift.

Discussion: None

Action: Tom asked Camilla to take responsibility for the Board's holiday festivities.

Book Buddies - Judy Wannamaker

Judy reported that she has one new volunteer and three new patrons.

She was most appreciative of the nice article which appeared in a recent issue of The Independent.

Judy also took the opportunity to introduce her guests, Linda and Harold Burkey who are members of her Book Buddies team.

Discussion: None

Action: None

Board Development - Tom Everitt

The committee met earlier in the week and will be presenting their slate of officers at the February meeting.

Janet Lens, another member of the Book Buddies team, was introduced.

Discussion:

Tom noted that there are several openings for new board members and urged everyone to participate in finding candidates.

Action: None

Web and Records - Marcia Davis

Marcia distributed a stat sheet showing web activity for the previous year.

It was noted that RCSC will add a link to the Friends website from their website and our name will go on the slide for the orientation program.

Marcia will add another page to the website to showcase newspaper articles and other media information about Friends.

Jennie indicated that Friends bookstore sales are noted on the MCLD web page.

Discussion:

It was agreed that the website information be presented on two large posters to be placed in the libraries in order to encourage activity on the site.

Action:

Marcia will prepare the posters.

BOARD ADVISORS

Bookstore Manager - Mary Anne McDonald

Mary Anne noted that book sales for year-end 2015 were significantly more than the previous year and that the two-day in-store sale in January 2016 brought in \$1276.

The Fun Fair will be held at Bell on February 27 and Mary Anne is planning to have a small book sale at that time. Marcia will design a Board recruitment flyer to be available at the Fun Fair table.

Discussion:

How to get more publicity for the bookstore and for the Friends in general.

Action:

Laura volunteered to design flyers to announce the small in-store book sales, to be handed out to customers in the store.

Laura will make a sign to put up in the library entry on the days the Board meets, inviting library-goers to attend.

MCLD - Jennie O'Leary and Frank Patterson

Jennie reported that the program on WWII Japanese internment camps was well attended and that the Windows 10 programs have been "sold out".

Camilla agreed to provide Board members' e-mail addresses so that Jenny can advise them of up-coming programs.

It was noted that Frank has received permanent appointment to the position of North Regional Manager but will retain his office at Bell. His replacement as Librarian at Bell has not yet been selected.

Discussion:

Frank reported on the progress being made with regard to the Special Collection room.

Action:

Mary Anne McDonald will assist with decisions regarding disbursement of the books in the collection. Tom suggested that Frank, Jeremy and the new Bell librarian (if on board) attend the Friends March meeting to discuss new programs.

RCSC - Ida Eisert

Ida will relay Marcia's request regarding the website to Jan Eck and Joelyn Highins.

OLD BUSINESS

Marcia reported that the outline for the Friends Presentation Package is complete and she is currently working on the Power Point presentation.

Discussion: With further deliberation, it was decided to leave the monthly meeting date where it is.

Action: Sue will push our financial institutions to provide their monthly reports sooner but, failing that, the information will be presented the following month.

NEW BUSINESS

Tom called for a special meeting of committee chairmen to discuss goals for 2016. The meeting is set for 9:30 a.m. on January 28 at Bell.

Tom also reminded committee chairmen that he needs a summary of 2015 activities by January 28 in order to prepare his annual report to be presented at the annual meeting in February.

Sue requested that everyone provide her with the number of hours each Board member volunteered in 2015. This information is necessary for completion of the IRS 990 Form.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Camilla Kuberka, Secretary