

## January 11, 2018 Board of Directors Meeting Minutes

The meeting was called to order at 9:30 a.m. by President Marcia Davis. Present were Board members Marcia Davis, Sue Blechl, Joyce Kirkham, Cathy Weyers, Jessica Potter Slider, Charlotte Klose and Pat Bates. Board advisers present were: Mary Anne McDonald (Bookstore Manager), Brianna King (MCLD) and Jerry Walczak (RCSC). Guests: Jeremy Reeder and Rusty Bradshaw.

**Approval of Minutes:** Cathy Weyers moved and Sue Blechl seconded that the minutes of the December 11, 2017 meeting be approved. Motion carried.

Jeremy Reeder, Deputy Director of MCLD, addressed the Board, thanking them for their continued support of the libraries. He noted that the proposal for a book drop at Bell is still alive and that feasibility, options and costs are being looked at. Jeremy proposed adding “Value Line” and “Morning-star” to the libraries' electronic resources, using Sun City as a test community before MCLD takes it district-wide. He will provide Marcia with costs and details prior to the 2018 goal- setting meeting next week. Jeremy volunteered to come back before the Board at the March meeting to discuss all the electronic resources MCLD offers so, in turn, the Speakers' Bureau can bring that information to the community at large. Jeremy also noted that a flag disposal box has been added near the entrance to the library at Bell.

### **REPORTS:**

**Treasurer:** The December 31, 2017 financial statement was distributed. Sue moved and Charlotte seconded that the financial statement be accepted; motion carried. The proposed 2018 budget was emailed to all Board members for review. Jessica noted that some funds were re-allocated and that all budgets were flexible. She also reported a substantial surplus from 2017. Cathy moved and Joyce seconded that the budget be approved. Motion carried.

### **Standing Committees:**

**Publicity:** Sue Blechl reported that the Outreach Committee has made a presentation to the West Valley Iowa Club; Marcia reported on a good turn-out with plenty of questions and comments. Two more presentations are scheduled; to the Hand Weavers group and the Palo Verde Artists. Marcia reported she had purchased a small voice amplifier for use at future presentations. Three rec center fun fairs are scheduled plus “Discover Sun City”. Sue asked for volunteers to staff these outreach efforts.

**Finance:** Jessica indicated a market-linked CD has increased in value over its purchase price, and Heather is recommending we sell and repurchase as we have in the past to add to the guaranteed principal. Jessica and Marcia will work with Heather to do so, keeping some funds in the Money Market account for more liquidity. Jessica is waiting for the distribution check from the life insurance policy the Board voted to cash in in December. Fund distribution of another insurance policy is anticipated in the future.

**Volunteer Activities:** It was confirmed that the Board dinner will be at Tivoli Gardens on February 1 at 6:00 p.m. A sign-up sheet was passed around and Marcia will pass this information on to Camilla.

**Book Buddies:** Marcia reported that she had received a letter of resignation from Carol Hager. A search will begin immediately for a new Chair for the Book Buddies program; it was noted that the chairman need not be a member of the Board of Directors. Charlotte Kloss reported that the Book Friends group she initiated has celebrated its first anniversary. The program continues to evolve and Charlotte will be adding an “associate” to assist her with development and expansion. Charlotte read a letter she had sent to the Woodmark coordinators who have helped her initiate this reading program

**Board Development:** Due to recent resignations, Cathy Weyers will begin a search for new Board members. Any recommendations can be directed to Cathy and there are application forms available in the bookstore. Tom will highlight this in his next newsletter and will work with Rusty Bradshaw for a press release in the Independent.

**Web and Records:** Marcia reported another slight increase in hits on the website. She will be posting the 2018 calendar and will add a section on how to book the Speakers Bureau program. Someone is also needed to maintain the Friends' presence on Facebook.

### **BOARD ADVISORS:**

#### **Bookstore Manager - Mary Anne McDonald**

Mary Anne reported a record-setting year for book sales in 2017. Tim Geiger has resigned from the Board due to work requirements but will continue to maintain the bookstore's presence on-line. Mary Anne reported that Tim has logged the first two sales through eBay and is encouraged that more will follow.

#### **Library Manager – Brianna King**

Brianna reported that long-time library volunteer, Grace Miller, had passed away. Marcia will check to find out if Grace received her recognition award and, if not, something will be done in her memory. Brianna noted the Winter Reading Program (adults only) will begin soon and requested the Friends provide prizes for the winners from Bell and Fairway in addition to the district-wide prize being offered by MCLD. It was reported that Fairway won the jigsaw puzzle competition and the trophy has been awarded. The seed catalog has been delayed due to a snafu with Burpee but it will soon be in place. Brianna did not have any further information on Culture Pass but will raise the question at an up-coming branch managers meeting.

#### **RCSC Representative – Jerry Walczak**

Jerry noted that work orders for the book drop and media shelf for the meeting room are under review by RCSC. Jerry also requested funding for the upcoming Octogenarian Golf Tournament and Marcia indicated that the Board had voted last year to approve \$1000

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annually, the funds have been budgeted and Jerry should let Jessica know where to send the check.

**Writer & Editor-in-Chief** – Tom Everitt

No report.

**OLD BUSINESS:**

Marcia reminded everyone of the Goal-Setting meeting coming up on January 18 at 9:30.

**NEW BUSINESS:**

Joyce Kirkham reminded everyone she needs to have volunteer hours as soon as possible to present to the tax preparers.

Jessica asked if anyone had any information why a bill was received from a Chris Brooks for \$200 for consulting services. No one had any knowledge of this. (Addition: Immediately post-meeting the invoice was identified by Brianna as a library program that was held and the invoice will be paid.)

There being no further business, the meeting was adjourned at 11:35 a.m.

Respectfully submitted,

Patricia S. Bates  
Secretary