



October 13, 2016, 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, Judy Wannamaker, Pat Bates, Sue Painter, Roberta Hawksworth, Sue Blechl and Camilla Kuberka. Board advisors present were: Mary Anne McDonald (Bookstore Manager), Mimi McCain (MCLD) and Ida Eisert (RCSC) Guests were: Margaret Montana, Jerry Wolczak, Timothy Geiger and Jessica Potter-Slider. Jennie O'Leary (MCLD) also attended. Not present: Board members Joyce Kirkham, Charlotte Klose and advisor Tom Everitt.

Approval of Minutes: Camilla Kurberka noted a correction to the September minutes: The RCSC meeting held September 12, 2016 was a Board/Member Exchange, not an agenda meeting. It was moved by Sue Painter, seconded by Roberta Hawksworth to accept the minutes with the above correction. Motion carried.

NEW BUSINESS: Jerry Wolczak was invited to make his presentation to the Board ahead of Committee Reports so he could leave to attend other meetings. Jerry was soliciting funds for three projects: The Sun City Museum, The 37th Annual Octogenarian Golf Tournament and The Sun City Foundation. Marcia Davis suggested the Officers meeting in the near future to discussion possible dispersal of funds to these projects. **Action:** An officers meeting will be scheduled to address these requests.

REPORTS:

Treasurer: Sue Painter submitted a financial report for the month of August. Sue Blechl moved and Judy Wannamaker seconded that the financial report be accepted as presented. Motion carried.

Standing Committees:

Publicity: Roberta reported that the printer had misplaced the artwork for the winners of the bookmark competition held this past summer. Duplicates were provided but the work was not completed in time for the meeting. **Action:** Roberta will follow up with the printer.

Friends of the Library Week is coming up soon. **Action:** Roberta will prepare a press release publicizing the event.

There are several events which have been or will be jointly covered by MCLD and Friends. Mimi McCain reported that there has been good response to the news that the Fairway branch now has Saturday hours and the Friends' welcome table was well attended on Opening Day, October 1. MCLD has a table at the Thursday Farmers Market in the Bell parking lot, staffed by MCLD and Friend volunteers. The first attempt attracted about 150 people and the prize wheel was a great success. Unfortunately a computer glitch kept



MCLD from issuing any on-the-spot library cards. Jenny asked if Friends could purchase a new battery for the laptop because MCLD will only provide a used battery. Mimi asked if Friends would provide the canopy rental on a weekly basis. Marcia Davis announced that Sue Blechl will be in charge of Community Outreach within the Publicity Committee. She passed around a sign-up sheet for the Health & Wellness event to be held at Sundial on October 19.

It was noted that the refrigerator magnets promoting Friends and the bookstore were very popular and Sue Blechl requested that more be ordered immediately. **Action:** Marcia will place an order for an additional 2000 magnets.

Finance: Sue Painter announced that the Finance Committee would be meeting at 9:15 on October 28 in The Gathering Place. Those wishing to attend need to let Sue know so she can arrange for a larger facility if necessary.

Activities: Camilla reported that she is working on the December get-together to be held at Fairway. Tentative plans are for a luncheon on the third Thursday of December.

Book Buddies: Judy announced that she has two new volunteers and one new patron. One of the new volunteers has agreed to take Book Buddy brochures to area churches, etc. in an attempt to expand within the community.

Board Development: Judy introduced three candidates for Board membership: Cathy Weyers, Jessica Potter-Slider and Tim Geiger. All were unanimously accepted to the Board and Marcia will conduct an orientation meeting at a mutually acceptable date in the near future. **Action:** Schedule orientation meeting.

Web and Records: Marcia indicated the website has shown a slow but steady increase in hits over the past year.

BOARD ADVISORS:

Bookstore Manager - Mary Anne McDonald

Mary Anne indicated that the bookstore has a supply of old maps available for sale and that some new wire moveable shelving has been acquired. A sign-up sheet was passed around for those wishing to volunteer help with the Fairway Book Sale to be held November 18 and 19. Donated items of a holiday nature were requested for the Christmas table in the bookstore.

Library Manager - Mimi McCain

Mimi's input was expressed earlier in the meeting in areas of mutual MCLD and Friends cooperation.



RCSC Representative - Ida Eisert

Ida agreed to check with RCSC management regarding drive-up book drop-off boxes for Bell and Fairway. Ida suggested that Roberta contact Joellen Higgins regarding use of the electronic signs at rec centers to announce the Fairway book sale. **Action:** Roberta to check on use of signs.

OLD BUSINESS:

Given everyone's busy schedules, Marcia suggested further attempts to meet with the Surprise and other nearby MCLD Friends boards be postponed until after the first of the year.

Regarding insurance coverage for the contents of the bookstore, Sue Painter has reviewed this with the insurance agent and there will be no changes to our coverage.

The situation with the Fry's reward program has been straightened out and Sue has started to receive checks.

Having received approval of the volunteer appreciation letter, Marcia will have sufficient copies made and will schedule an addressing session to get those letters into the mail. **Action:** Camilla will finish preparing the mailing list and Marcia will get copies made and schedule the addressing session.

NEW BUSINESS:

Camilla questioned whether or not we need to change the logo on in-house letterhead to that being used on bookmarks, etc. It was agreed to leave the in-house logo as is.

Marcia has prepared a Power Point presentation and asked for volunteers to "take the show on the road". Roberta Hawksworth, Tim Geiger and Sue Blechl volunteered and it was thought that perhaps Cathy Weyers would like to participate as well. **Action:** Marcia will complete the presentation and schedule a preview.

Marcia passed out contact information for the Board, including new members, along with the 2016 Goals so we could tackle the unfinished items before year-end.

It was suggested that each officer prepare a list of responsibilities which could be carried out by other Board members without changing the nature of their office, i.e. Sue Painter would like someone to take over tracking volunteer hours, ordering office supplies and helping Mary Anne with year-end inventory. **Action:** Officers should be prepared to list those responsibilities they like to "share".



There being no further business, the meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Patricia S. Bates, Secretary