

THE FRIENDS OF THE GEORGETOWN PUBLIC LIBRARY

Board Meeting Minutes, June 18th, 2024, 9:30 a.m.

PRESENT: President Chuck Collins; Past President Wayne Talbot; Assistant Treasurer Connie Mayes; Secretary Kathy Yancy; President Elect Karen Harrison; Directors Don Ballard, Josie Talbot, Angela Bryant McGlothin, Jody Patterson, Mindy Klein, and Carolyn McAndrew; Library Director Sally Miculek. Janet Thompson and Terrie Hahn from the Book Sales Team and Marcy Lowe, former Director, also joined us.

NOT PRESENT: Volunteer Coordinator Kathy Olmstead, Treasurer Mary Ouellette, Director Ricki McMillian.

Call to Order: President Chuck Collins called the meeting to order at 9:30 a.m.

Library Director's Report: Sally began by pointing out that the new computer furniture paid for by FOL was being delivered. She reminded us that the library would be closed for Juneteenth and asked us to look at the display in the lobby honoring past celebrations. There are new art exhibits in the building as well, including quilting and sculpture. Ballots are available at the Circulation Desk to vote for favorite sculptures in the Viewers' Choice Award.

An abundance of summer programming is ongoing, including both adult and kids' reading programs, films for all ages, and multiple story times (where overcrowding is becoming an issue). About 1,000 kids are registered for summer reading activities, in addition to about 200 participants in the Little Poppy Learners Trailblazer Award project. In fact, a couple of these readers have already completed their 500 books and earned their poppies!

Now that the state legislature is wrapping up its session, the impact on the library and our bookstore seems to be minimal. The sharing of inappropriate materials with minors is the concern, and planning for such a situation is underway.

Speaking about the 2026 budget, Sally indicated that no major cuts are anticipated. Additional security for the library is her primary request, and some additional staff. She hopes to have a "wish list" to the board in July or August. Wayne asked if July was possible, as those items could then be included in the Giving Season promotion as future projects for FOL. Sally will work toward this date.

Also in the budget process, the city has indicated a preference for shorter-term solutions to expanding the library's services to our growing community. For example:

- the book lockers at GPL Express at Carver Center can be replicated elsewhere;
- continued collaboration with Parks and Recreation on story walk projects;
- an additional vehicle for book delivery.

Mindy asked about the final approved version of the Long Range Plan. Sally replied that distributing legible copies has been a problem, partly due to the large size of the included drawings – she will send Kathy what she has, for distribution to the board. The next step in the process is commissioning a design for interior modifications to the existing building.

Secretary's Report: Kathy Yancy. Wayne moved that the minutes of the May meeting be approved as presented, and Karen seconded. All were in favor.

Consent Agenda: Kathy moved that the Consent Agenda be accepted, and Connie seconded. The motion passed.

Treasurer's Report: Mary Ouellette. Total income for May was \$11,351 and gross profit was \$10,832. Expenses totaled \$4,715. Net operating income equaled \$6,118. With investment and interest income, the total net income for the month amounted to \$6,822. Total assets were \$420,264 as of May 31st. (All numbers are rounded to whole dollars.)

Communications: Raven made some website updates and FaceBook posts. Jody was trained as Raven's website back-up; she also created a team Task List and obtained the Sun publicity schedule. Angela created the Communications Request Form for the website, replacing the Project Management Spreadsheet. Don moved all the photos to the Images folder on Drive and took more pics at the HCAS and Sunday Music concert.

Book Sales. Second Hand Prose made \$897.92 in Collectors' Corner sales and \$4,366.94 in donations in May. Online sales totaled \$2,062.76, and the donation carts plus other donations/sales added up to \$895.59. The grand total for all book revenue was \$8,223.21 in May.

Fundraising: Wayne discussed the Giving Season promotion. His efforts to obtain valid mailing addresses produced roughly 300 new addresses for a total of almost 3,000. There will be two mailings this time, but we prefer not to send the same letter the second time. Mindy inquired about the suggested donation amounts on the mailer – they don't seem to correlate to actual previous amounts donated. Wayne indicated that customizing in this way is difficult and "variables increase costs." The team will do their best to execute this. Mindy also asked that the Communications Team review the letter before mailing.

Wayne also explained the inclusion of an "acquisition" mailing, which uses a rented mailing list of potential donors. Carolyn pointed out that such a list could duplicate names already on our donor list, particularly in Sun City. Connie moved that the initial request for \$16,189 be approved, and Carolyn seconded. The motion was approved unanimously.

Karen announced the three authors for the 2026 HCAS. The team has a prospective new member to interview.

Membership: Mindy Klein. We have 1,304 members from 921 households as of May 31st. Membership was promoted at the HCAS event, and 8 renewals or new members were added. Mindy collaborated with Terrie to alert volunteers in SHP to renew their lapsed memberships, resulting in an immediate renewal. We are now back over 1,300 members after 6 months below that number.

Information Technology: Wayne Talbot. No new issues have been reported, and backups are running smoothly. Wayne reminded us that Windows 10 computers cannot be upgraded to Windows 11

and thus won't receive security updates after September. He provided information about a free alternative to Windows.

Old Business:

Security in Second Hand Prose: Janet and Terrie discussed this issue from the viewpoint of the workers directly involved in book sales. The team is inundated with donated books, even after culling out the damaged, undesirable, and inappropriate materials. There is simply no desire among those on the team to police the bookstore. If some books are taken without payment, at least someone gets a book – this is our purpose! There are plenty of books to go around, even if some customers aren't honest. Jody, Don, and Kathy suggested that the team be trusted to do their work without interference. Wayne commended the entire team for all their "behind-the-scenes" work, and for the QR code idea on the black carts in the lobby.

Chamber of Commerce Leadership Project: None of us could come up with a project idea suitable for inclusion in this community-wide effort, so we won't participate.

Other: Chuck reported on Sally's request for FOL to collaborate with the City in the AMP Music Series. The board decided that there was nothing in our mission to support such participation, so we declined. Another collaborator was found.

New Business:

Nominating Committee: With our annual membership meeting coming up in September, we need to put together a team to work on nominations. Though not written down, it's customary for the President Elect to head the team, along with a board member and an FOL member not on the board. Karen will get a list from Don of current directors and the expiry dates of their terms of office.

Volunteer Hours: Mindy requested specific guidelines on what should be recorded. We talked about the importance and potential uses of volunteer hours. Don suggested that total hours worked could be displayed on our website. Wayne showed us how to record hours from the FOL website.

Honor Wall for Donors: Angela indicated that anonymizing donor names would be in the form of "Angela B." We want spouses to be listed together, and Wayne explained how to access this data in Little Green Light.

Adjournment: There being no further business, this meeting was adjourned at 11:05 a.m. with Wayne making the motion and Connie providing the second. All approved. Our next meeting will take place on July 16th at 9:30 a.m. in the classroom at the library.

Respectfully submitted,

Kathleen S. Yancy

Kathleen S. Yancy
Secretary

June 21, 2025

Date