 Board Meeting Minutes

Wednesday, September 2nd, 2020

Board members present: Joan Givens, Marc Hunter, Carla Woodworth

Board members absent: Cecilia Cortez, Allison Teegardin

Others present: Melinda Hodges, Cristin Cooke, Rita Powell, Zach Teegardin, Jen Rios

Call to order – Meeting called to order at 6:30 pm by Joan Givens, President. Meeting was conducted via online Zoom. Quorum is established.

**Action Items**

1. Amend/Accept minutes from August meeting – Motion made and carried to accept the minutes from August 5th, 2020.
2. Discuss/Accept Treasurer’s report for August 2020 – Zach reviewed the treasurer’s report. An additional donation of $500 has been received but did not post prior to the close of August (will be posted in Sept. report). Zach has obtained software for QuickBooks for nonprofits. See attached treasurer’s report. Motion made and carried to accept the August report.

**Librarian’s Report from Melinda Hodges:**

9/9/2020 – Book Club at 4:00 pm – Romantic Outlaws chapters 1-20 by Charlotte Gordon.

9/19/2020 – Hays County Master Gardeners Class at 10:30 – Fall Planting of Perennials for a Glorious Spring.

9/24/2020 – Adult/Teen art class with Inspired Minds Art Center at 6:00 pm. Subject to be determined.

9/26/2020 – International Observe the Moon Night at 2:00.

9/29/2020 – Cricut Makers’ Class at 6:00.

Program break for two weeks. They’re focused on finishing up plans for our grant projects. We received the contract recently and hope to take it to City Council for approval on 9/14/2020.

Weekly classes for school-aged children start the week of Sept. 14th.  
 Monday Mix-Up for 12-18 year olds – Mondays at 5:00  
 Buda BLAST for 5-7 year olds – Tuesdays at 4:00  
 Buda Kids for 8-11 year olds – Thursdays at 4:00  
Online Storytime Videos will also start back up the week of Sept. 14th.

Curbside service continues Mondays 1:00 – 5:00 and Tuesdays and Thursdays from 10:00 to noon and 3:00 – 5:00.   
 Returned items quarantined for 3+ days   
 Increased reader’s advisory services – picking out books for people  
 Finished weeding the adult non-fiction, fiction, and large print sections

Library closed next Monday for Labor Day.

**Committee Reports**

Events report from Cristin:

The last **Books with “Friends**” meeting was on August 20th. We had 7 attendees, including 2 new additions.

“The Tattooist of Auschwitz” was both interesting and thought provoking. It led to some good discussion.

Besides the 7 people that attended this meeting there were 2 others very interested but, they hadn’t read the book and the meeting was the next day. Only about ½ of the posts that I find out FOBL social media actually make it to my feed. Our message is not getting out.

I have started an email list of interested book club members and will be sending emails in addition to the Facebook and Instagram announcements to make sure the word gets out in time for people to read the book.

September read is “Extremely Loud & Incredibly Close by Jonathan Safran Foer. The meeting will be September 16 at 6:30pm if you are interested in participating.

**Goodreads.com** – thanks Marc for adding the link to our page.

Look up our page … “Books with Friends (of the Buda Library)

* Read – books we have finished and met to discuss
* Currently Reading – books that we have scheduled to read
* Want to Read – other books we are considering for the future

**2020 Virtual Book** (a collaboration between FOBL Events committee and Melinda, Buda Library)

1 – FINAL community book project deadline is now 10/31/20

2 – Virtual Book Titles proposed– “Pandemic 2020 Gets Personal” selected

3 – Elliot age 8 (to be used for ads for the Virtual Book) – artwork submitted for book project

Halloween Virtual Event

We would like to come up with a virtual Halloween event such as a costume or pumpkin carving contest. It would take a post on FB/IG to announce it and then people can submit pictures in the comments or via [FOBLevent@gmail.com](mailto:FOBLevent@gmail.com). We will come up with a few prizes that can be mailed to winners. Any feedback?

Action: Discussion by all in attendance. Melinda states that Halloween event will be a collaboration between the library and the City. She will know more in the next few weeks as to what assistance will be helpful from the Friends.

Fundraising report from Carla and Joan:

* MOD PIZZA has cancelled August 18th event due to Covid19 concerns. September 15th date pending.
* Several donations have been received in memory or recognition of community members.
* Facebook application has been made to host a small “trial run” fundraiser ($500 goal). Jen Rios started the application; FB requires more documentation. Jen states that she does not have the time to follow-through. Cristin has volunteered to complete the FB application and set up a fundraising event.
* Joan is conducting interviews with our past significant donors for monthly write-ups in our newsletter. Interview with Buda Lions Club was included in recent newsletter.
* Plan unchanged regarding requesting donations from businesses during this time of Covid19. We will pursue more aggressively once the situation improves and businesses have more of a chance for recovery.
* The Library did receive a $17,500 grant recently.
* Allie is working on determining a book drive date (October?) as we need to increase our inventory of books for book sale. Joan reports that the library has donated approximately 40 boxes of books recently. Book sale still pending as we watch Covid19 numbers to determine if we can host the event as planned.

Carla spoke with MOD PIZZA manager today. Confirmed next event will be Sept 15th. Carla will post on Facebook and send info to communications team for further publicity. Manager stated she will apply ALL purchases made that day to our fundraiser but can’t promise that will occur for future ones.

Fundraising committee will discuss “perks” for levels of contribution.

Books report: written report received from Allison

Committee members: Allison Teegardin, Nancy Pier

* We received 10 bags of mostly non-fiction books from a private donor.
* Two trips to the storage unit were made to move books which were donated directly to the library.
* A tentative date for a book drive in the parking lot at the library is set for Saturday, October 3 from 8am-12pm. Melinda is confirming with Micha that this is acceptable. Once confirmed, we will designate an area for vehicles to drive through and leave books on a table. Volunteers will be masked and wearing gloves and will move books from bags to boxes and immediately load in a vehicle for transportation to the storage unit. More details to follow and a call for volunteers once we have confirmed approval.
* No discussion of an annual book sale has occurred yet.

Communication report from Marc and Jen:

This month’s newsletter “partner feature” will be the Buda Chamber of Commerce. Marc is working on getting Board minutes posted to the website. He continues to do more website development. The auto-draft donation option is setup. Re social media – we have 578 facebook followers, 30 on Twitter, almost 1000 on Instagram. Jen has a strong background in social media and will advise on possible development of a social media “ambassador”. Joan and Cristin attended the virtual Wild Apricot seminar and will use their insights as we develop more fundraising ideas for social media.

**Continuing Business**

* Auto draft donations (Marc) – see communications report
* Books and Friends – see events report
* Facebook Charity Status – see fundraising report

**New Business**

* Friends of the Library Proclamation – comes from the City with preparation from Melinda. Expect proclamation to occur at 10/7/20 meeting. Friends of the Library week is Oct. 18-24. Good opportunity to promote the FOBL.
* October Fundraising/FOBL week – tie in with Facebook fundraiser
* Book drive – see Book comm. report

Next Board Meeting Wednesday, October 7, 2020

Adjourn at 7:28 pm.

Minutes respectfully submitted by Carla Woodworth.