**FRIENDS OF THE BUDA PUBLIC LIBRARY**

Board of Directors

Minutes of Meeting—Wednesday, April 3, 2019 (Corrected)

Board Members Present: Marc Hunter, Joan Givens, Allison Teegardin, Blanc Houston, and Jaime Lee

Others Present: Janice Kearley, Roberta Haas, Leah Ahmed, Rita Powell, Martha Anderson, Pam Nelson, and Nancy Pier.

CALL TO ORDER

Meeting called to order at 6:35 p.m. by Marc Hunter, President.

ACTION ITEMS

1. **Board minutes:** Motions made and carried to accept minutes from March 6, 2019 board meeting.
2. **Treasurer’s report:** Treasurer Janice Kearley reviewed reports for February and March as presented in new format using a comparative spreadsheet listing items side-by-side by month. Treasurer’s report through March 2019 is attached. Motions were made and carried to accept reports for February and March 2019.

LIBRARIAN’S REPORT

Spring Fling is Saturday, April 13, 2-4 p.m. Friends will sponsor an activity. Martha Anderson will have the necessary materials.

COMMITTEE REPORTS

Pam Nelson, Book Sales chair, and committee member Martha Anderson reported regular monitoring and processing of book donations. They said that 10 boxes are in the library and ready to be taken to storage. Discussion yielded suggestion that a new storage company, Extra Space, located on Road 967, be asked to donate a unit for our free use. Currently, we pay ½ price annually for Trulock storage, and Noah’s Ark provides a free space. Renewal of Trulock contract would be in July. In the meantime, it was decided to move the 10 boxes to existing storage ASAP. Martha said she will coordinate. Pam reported that the daycare center across from the library held a children’s books donation drive to benefit the library, which yielded boxes of books. She is working with children’s librarian to pull the best books to use as giveaways during the summer reading program. The remaining will be used in book sales.

Rita Powell reported that the membership and fundraising committees met jointly on March 20. Each group set goals for the coming year. Library Director Melinda Hodges had provided a “wants and wishes list” of funding needs totaling $75,000. The committee proposed setting a fundraising goal of $50,000 for 2019, based on this list. The group is organizing to increase efforts to solicit donations from large local businesses, some of which have not been library supporters in the past. More specific steps with timeline will be developed in the next meeting on April 17, at 6:30 in classroom just outside the library. Committees have not completed operational budget requests to provide to President Marc Hunter. However, assignments were determined for completion of activity planning forms to help with this process. Many already have been completed, and posted. The membership committee has set a new member goal of at least 30 in 2019. To date, there are 6 new members, but, historically, memberships increase in conjunction with events, such as the annual book sale.

DISCUSSION TOPICS

1. **Spring Fling:** Martha Anderson will coordinate supplies for our sponsored activity at the event on April 13, 2-4 p.m. on grounds outside the library. Volunteers who will attend are Martha, Joan Givens, and Allison Teegardin. Rosalba Cortez-Concha informed the board via email that she has contacted Kohls volunteer coordinator about the event.
2. **Buda Trash Off:** Participants are registered for event on Saturday, April 6. Weather forecast is for severe weather. The City will monitor this, and will send emails to registered volunteers if it is cancelled.
3. **Name the Tree Contest:** It was clarified that the naming contest would not be a fundraiser, but would serve to increase community engagement. After the naming, there may be several opportunities for fundraising, such as establishing an outdoor reading garden and/or an indoor art installation incorporating names of donors. Marc reported that he spoke with the city project manager after a library commission meeting and he said that a wall designed using pieces of engraved wood might be a possibility. Pam Nelson said that she will keep board and Friends informed about Kyle Library’s establishment of an outdoor garden that also used the services of Texas Master Gardeners in the area. Blanca Houston said she will speak with Asst. City Manager Micah Grau for increased City input as we plan.
4. **Buda Farmers Market:** Allison Teegardin reported that the Buda Farmers Market has joined Friends as a corporate member. They also offered to provide a tent and free space for us to host a one-time mini book sale and membership drive. Sunday, May 19, seemed to be a good date, and Allison confirmed with her Farmers Market contact that that would work for them. They do booth set-up, and one table. The market is 10-2, so volunteers will arrive at 9:30 to arrange our items prior to opening. Marc suggested that Friends purchase a standing “sandwich” sign to use at this and future events. He will research options and email for input. Cost is not expected to exceed $70.
5. **National Library Week:** April 7-13. Gift journals will be presented to each librarian on Monday, April 8 at 10 a.m. Marc, Joan, and Blanca can be there, and Roberta hopes to be. Any other Friends who can attend are welcome! If it is available just before 10, we will assemble in the classroom just outside the library. Cecilia Cortez will be posting acknowledgements on social media throughout the week.
6. **Friends Polo Shirts:** Roberta Haas said she can order more, but Friends should let her know who needs one, and sizes. These shirts are worn by Friends when volunteering at events. Those desiring that she order a shirt can reimburse through Roberta.
7. **Membership Management Software:** The benefits of Wild Apricot were discussed. It offers numerous management features, including member database, website, payment collection and management, sales, event creation and registration, and responsive customer support and training. There are no set-up fees. The board favored trying it for one year. Motion was made and carried to pay annual fee ($540) via debit card from Friends account. (Reflecting $45 monthly rate.) Transition to use of Wild Apricot should begin within two weeks.
8. **Google Docs and Instruction:** Marc Hunter will schedule a date and time to train interested members in how to use Google Docs. He will notify by email.
9. **Library Commission:** Marc announced that Friends who are interested are invited to attend and observe the next Library Commission meeting on April 11 at 7 p.m. in Buda City Council chambers, to learn more about how the commission works.

Chamber Luncheon on Wed. April 10, 2019

RSVP to Chamber of Commerce at [info@budachamber.com](mailto:info@budachamber.com) or by phone at (512)295-9999. Luncheon is 11:30 a.m. – 1 p.m. at the Onion Creek Senior Center. Roberta Haas plans to attend, and Rita Powell will attend if Roberta cannot.

NEW ITEMS

1. **Media support of business sponsors:** Roberta Haas said that The Assemblage has requested that the Friends post information about an event it is hosting: a trip to Houston to see the Van Gogh exhibit at the Houston Museum of Fine Arts. Marc said he will ensure this occurs on Friends website, and that Cecilia Cortez links it on social media. Roberta said that this is a benefit we offered business sponsors and wants to be sure we support them regularly.
2. **Summer Reading Program:** Martha Anderson has provided proposals for t-shirt designs. One was chosen by the group, so she will pursue ordering them. She has a list of sizes based on last year’s needs and projections for this year. Nancy Pier said she will check on comparative cost if the Hays CISD print shop can do t-shirts, and provide this to Martha. Martha also reminded the group that she emailed guidelines and timelines for review, and would like any edits sent to her ASAP.
3. **Books and Beer:** Rosalba Cortez-Concha has informed members that the next Books and Beer gathering will be on May 30. Voting to choose next book is occurring on social media, and should be complete in next few days.

**Next Friends of the Buda Library Board Meeting** will be on Wednesday, May 1 at 6:30 p.m. in the classroom just outside the library.

Meeting was adjourned at 8:10 p.m.