**FRIENDS OF THE BUDA PUBLIC LIBRARY**

Board of Directors

Minutes of Meeting—Wednesday, May 6, 2020

Board Members Present: Marc Hunter, Allison Teegardin, Joan Givens, and Cecilia Cortez

Board Members Absent: Carla Woodworth

Others Present: Rosalba Cortez-Concha, Zack Teegardin, Cristin Cooke, Melinda Hodges, Martha Anderson, Nancy Pier, Ed Pier, and Jen Rios

CALL TO ORDER

Meeting called to order at 6:30 p.m. by Joan Givens, President. Meeting was conducted via online Zoom.

ACTION ITEMS

1. **Board minutes:** Motions made and carried to accept minutes for April 1, 2020, board meeting.
2. **Treasurer’s report:** Zack Teegardin providedemailed and oral reports through April 30, 2020. Joan Givens clarified that the renewal payment for Wild Apricot was for two years. Treasurer’s report is attached to meeting minutes.

LIBRARIAN’S REPORT

Melinda Hodges said the library remains closed to patrons, but curbside pick-up has resumed. Programs, hours, and services are updated on the library website, [www.budalibrary.org](http://www.budalibrary.org). Library staff will return to working at the library regularly next week.

COMMITTEE OPERATIONAL REPORTS

**EVENTS:** Cristin Cooke had provided an emailed report of committee discussions and recommendations, and an updated Events schedule reflecting possible activities, and alternate activities due to COVID19 quarantine restrictions and anticipated effects. The Summer Reading Program launch will be virtual via internet on May 28th. Cristin is in communication with library staff to coordinate Friends involvement as needed. Recorded video “skits” may be a possibility, depending on the evening’s offerings. Melinda said the online event will be filled with songs, magic and excitement, so anything we provide should be similar. There also will be hour-long classes during the summer. Library staff will let Cristin know of any topics they need that Friends might be able to video and submit. Cristin will keep Friends informed via email.

**FUNDRAISING:** Joan Givens reported that committee members have communicated, but not met. She has participated in several webinars on nonprofits fundraising. Fundraising efforts were suspended in April and May because of COVID 19 impact on the local economy. Committee will reassess this month and make a plan for resumption of fundraising efforts by end of May.

**BOOKS:** Allison Teegardin said there has not been any activity by the committee. Melinda said the library staff has been weeding through library collection, and has several boxes of books to contribute to Friends for the annual book sale. Martha Anderson said she will coordinate pick-up with library staff so that books can be moved to storage this month.

**COMMUNICATIONS:** Marc confirmed renewal of Wild Apricot. He also is using Google Analytics on the Friends website to gather useful data. There have been “hits” from around the country. He said the committee has been working to cross-promote use of social media (Facebook, Instagram, Twitter) to increase exposure, and to direct attention to Friends website. He said Instagram followers now exceed 900. They also have learned that the online thermometer to record donations can only record donations made as “donations” to Wild Apricot. Committee recommends we look at possible donation event in the fall for one month, probably to coordinate with National Friends of Libraries Week, which begins October 25, 2020. This should be included on August agenda.

CONTINUING BUSINESS

1. Virtual Summer Reading Kick-Off—Summer Reading Programs will be virtual this year and the online launch celebration will be held the evening of May 28th. Cristin will let Friends know via email if library staff requests we contribute a video presence. Also, because it will be virtual, Friends will not provide t-shirts this year. Instead, the funds will be reserved for other library needs.
2. Young Writers Contest—Martha Anderson we usually offer $350 in prize money. Only a few participants benefit as winners. Because submissions could only be submitted online this year, there could be some difficulties, based on history. It was recommended we not sponsor the contest this year. Melinda recommended we consider sponsoring publication of a book compiling youth reflections on COVID 19, which is congruent with a journaling project they are encouraging this summer. Discussion yielded several ideas, including providing access to a pdf of the “book” product, and possible publication of a hard copy that would be kept by the library for public access. Rosalba Cortez-Concha said there might be grant money available to help fund such a project; Nancy Pier said the Frisco Press has low-cost publication possibility (friscolibrary.com/trailblazer); and Allison Teegardin said local merchants might be interested in having presence by purchasing “advertising” space in the publication. Martha Anderson and Cristin Cooke will continue to talk with library staff, explore options, and report back. It was agreed that art and photography also be included if journal publication project is adopted.
3. By-Laws Review Committee—Two-year review is coming due. Joan Givens, Martha Anderson, Cristin Cooke, and Rita Powell have volunteered to be on the committee. Joan will coordinate organization and scheduling at this point. Recommendations for revisions will be presented to the Friends board at July meeting.

1. Storage Unit Rental—Annual rental is due in July. Joan will communicate with Martha Anderson to be able to make a recommendation at the June board meeting.
2. Books and Beer Suspension—There will be no event until July, at which point Cristin will coordinate. It may be a virtual event, and expectation is that the previously scheduled book, Heaven, My Home, by Texas writer Attica Locke, will be reviewed because several members already have purchased and/or read the book. Cristin will explore options for continuation of a Friends book club. Jen Rios reported that Two-Wheel Brewing appears to have gone out of business.

NEW BUSINESS

1. Meetings and Rooms—It is unknown when the City will allow gatherings in meeting rooms. For now, Friends meetings (board and committees) will be virtual.
2. Next meeting will be held via Zoom on June 3, 2020.

Meeting was adjourned at 7:15 p.m.