 Monthly Board Meeting Minutes

 Wednesday, March 4, 2020

Board Members Present: Joan Givens, Marc Hunter, Cecilia Cortez, and Carla Woodworth

Board Members Absent: Allison Teegardin

Others Present: Rita Powell, Nancy Pier, Martha Anderson, Cristin Cooke, and Melinda Hodges

CALL TO ORDER

Meeting called to order at 6:30 p.m. by Joan Givens, President. Quorum established.

**Action Items**

1. Board minutes: Motion made to accept minutes by Marc, second by Cecilia for Feb. 5th, 2020, Board meeting. Unanimous vote in favor.
2. Treasurer’s report for February 2020: Joan reviewed emailed report from Zach. Noted that $500 donation from Texas Lehigh has been deposited and will be reflected in next month’s report. Motion made to accept the treasurer’s report by Cecilia, seconded by Marc.

**Librarian’s Report** – see attached. Melinda read her report and asked that we add a Census update. The census is vital to funding of the library and if we have any questions, we can ask her or Joan, Rosalba, or Cecilia.

**Committee Reports:**

**Events – Cristin & Martha gave report**

* See attached flier for dates and lead person
* Buda Trash-off – Cecilia will publicize and do a signup, tshirts available to early signups
* Pop Ups – coordinate with Farmers Market. There is no fee. Frequency TBD but hopefully monthly. Will need volunteers.
* Spring Fling – several ideas shared for activities. Committee will purchase and seek donations of items for event
* Summer reading program – need to increase number of shirts ordered for participants. Possibly will have less participants with HaysCISD calendar but we were short last year.
* Books & Beer – will meet March 26, 6:30 pm at Two Wheel Brewery.
* Young Authors – hope to increase participation. Adult authors will not be scheduled due to lack of participation.
* Discussion regarding need to coordinate with fundraising committee when seeking donation for events so that we are not asking the same businesses.
* Desire to create an email account specific to “events” – agreed to FOBLevent@gmail.com

**Books – Martha & Nancy gave report**

* new member Martha McKee (not present)
* see attached for report and book donation guidelines
* working on identification of books on the sale shelf – want to rotate books or decrease price of those that are slow to sell
* exploring what facilities would appreciate donation of books we weren’t able to sell or don’t intend to sell (maybe correctional institutions?)
* desire more space in the library

**Fundraising – Carla & Joan gave report**

* Carla explained how GroupRaise works and the benefit of working with MOD PIZZA – estimate $300-500 /month income. We have set up event on 3/24 and then monthly the third Tues of every month. Carla asked for admin rights to Facebook for publicity. Will send links to Communications team for promotion on Instagram, Twitter and newsletters.
* Carla & Joan reviewed desire to partner with local businesses and develop “levels of appreciation” for potential donors. Meeting with Melinda scheduled for 3/5/20 to discuss.
* Roberta will continue to seek donations from local small businesses.
* Desire to create an email account specific to “fundraising” – agreed to FOBLfundraising@gmail.com

**Communication – Marc & Cecilia reported**

* See attached report
* New member Jen Rios (not present)
* Updated Wild Apricot starts in April
* Clarification of budget: decision made that Wild Apricot, card reader purchase and fees, and printing fees (other than general marketing fliers) will be part of individual group’s budget.
* Reminder of the importance of “sharing” information on social media. We can reach so many more if we each “share” something that was sent to us.
* Committee is reviewing and updating the website.

**Continuing Business**

1. Strategic Plan – see above reports
2. Operating Budget status – discussion and decision made that print costs should be allocated to each committee as appropriate, need committees to include in their budget.
3. Polo shirts/Merchandise – Joan has ordered a cap and quality/value is good.
4. Volunteer Time Reports - continue to record your volunteer hours. Turn into Rosalba at the April meeting.
5. Wild Apricot Status – as mentioned above, new upgrade starts in April
6. Money-raising Goal for Library – hopefully will be able to increase from this year but we are unsure. Economy is fluctuating. Difficult to commit. Carla and Joan are meeting with Melinda tomorrow and will discuss.
7. 3rd Wednesday Classroom Use – Joan has scheduled availability of for committees if needed.

**Chamber Luncheon** March 11, 11:30-1 at OCSC – Roberta will attend. Hopefully, Joan and Rita. Friends who plan to attend should RSVP to Chamber of Commerce.

**New Business**

1. Texas Library Con May 9, 1-5, Johnson HS – Rosalba has been contacted. No cost to FOBL. FOBL volunteers will “man” a comic strip activity table and judge results.
2. National Library Week Gift Presentation – gifts have been ordered for 12 staff.
3. Request by Nancy to use FOBL tents and table to support student Kelleah at Farmer’s Market with her Sustainable Earth project. – agreed to loan items. Nancy will be at the event.

Next Board Meeting Wednesday, April 1, 2020 6:30 pm

Adjourn at 7:52 pm. Motion by Cecilia, second by Joan. Unanimous in favor.

Minutes respectfully submitted by Carla Woodworth, Secretary.