

FRIENDS OF THE BUDA PUBLIC LIBRARY
Board of Directors
Minutes of Meeting—Wednesday Feb. 5, 2020

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

Board Members Absent: none

Others Present: Rosalba Cortez-Concha, Rita Powell, Cristin Cooke, Melinda Hodges, Martha Anderson, and Nancy Pier

CALL TO ORDER

Meeting called to order at 6:30 p.m. by Marc Hunter, President.

Action Items:

1. Establish new 2020 Officers:

- Joan Givens, President
- Rosalba Cortez-Concha, Vice President
- Carla Woodworth, Secretary
- Zach Teegardin, Treasurer

Motion made to accept the officers by Allison Teegardin, Seconded by Cecilia Cortez. Unanimous vote in favor.

2. Board minutes: Motions made and to accept minutes by Cecilia, second by Allison for Jan. 2, 2020, Board meeting. Unanimous vote in favor.

3. Discuss/Accept the Treasurer's Report for Dec 2019 and January 2020

- Joan read Dec. 2019 report emailed from Treasurer, Zach Teegardin. Amended report includes updated entries. Motion made by Marc and seconded by Allison to accept report. Unanimous vote in favor.
- Joan read treasurer's report emailed from Zach for January 2020. Report attached. Motion made by Marc and seconded by Cecilia to accept report. Unanimous vote in favor.

Librarian's Report:

Melinda Hodges, librarian, reports all information of events is on Library website. No formal oral report available today.

Expressed appreciation for donation of sugar cookies for Star Party.

Committee Reports:

- Membership
 - Joan reports polo shirt and caps are now available for purchase online at https://www.etsy.com/shop/twosocksdesigns?section_id=27976128
Discussion regarding possibly offering an additional color choice for shirt. Decision tabled until one of the ordered shirts has arrived so we can check product first. Discussion to limit promotion of shirt to those members who volunteer at events often – not available for sale to just general population.
 - Rosalba asks all to self-record their hours on provided document and report quarterly to her.
- Fundraising
 - Kohls 2019 donations – none received. Kohls requires registration of the FOBL (non-profit) and then their employees to participate in a FOBL fundraising event in order to donate on the employee's behalf. 5 employees must participate for a minimum of 3 hours. 2020 plan is to set up with Kohls an event they can participate in (Summer Reading?, Annual BookSale?); HEB card status – we need to apply for; Book Sale – no new report; author visit – no report.

Discussion Topics:

1. **Strategic Planning Meeting-** Rosalba requests return of questionnaire she emailed by 2/10. She will compile results and the Board and leadership can use for discussion at our scheduled meeting 2/19 6-8pm in the library classroom.

2. **2020 Vision and Goals-**

- Marc suggests that we define ahead of time the amount of money we hope to donate to the library so we can track the progress to it with a “goal thermometer” on our website.
- Joan suggests we develop an operating budget.
- Rosalba suggests we develop a “working Board” and set timelines, priorities, and a work plan and work groups.

3. **Committees and Leads** – reconfigure after Strategic Planning Meeting.

4. **Website Updates-**

- insert fundraising thermometer
- add minutes page
- add amazon smile link
- list of past and future books for Books & Beer and links to order book
- create more email “groups” for targeting emails – ex: board, membership, sponsors
- upgrade Apricot (website host) contact level: Contract with Apricot up for renewal in April 2020. Current is 250 contacts at \$540/year. We will very soon need more than 250. If we upgrade to 500 contacts and do a 2 year contract, we can receive a 15% discount = \$1836/2 years. Motion made by Carla to upgrade to 500 contacts with 2 year contract as soon as possible. Motion seconded by Cecilia. Unanimous in favor. Motion passed. Marc will work with Apricot to see if we can get a start date earlier than April.

5. **2020 Events Calendar** – Joan provided a working document. Cristin will reformat the document.

6. **Star Party Feb. 14** - Allison (event lead) is providing the sugar cookies for youth to decorate. Several volunteers in place but more are welcome. Event starts at 6 pm. Another event is the Valentine's Festival on 2/9 highlighting non-profits. We will have a book sale table at the event 11 am- 5 pm at Gemstone Palace, Kyle. Rosalba and Cecilia will attend.

7. **National Library Week**- April 19-26. 12 librarians. Discussion of gift ideas. Maybe a bowl warmer in book fabric? Maybe a plant? Ideas?

8. **Chamber Luncheon February**- Roberta or Rita will go.

Introduction of New Items for Consideration:

Marc suggests it's time to consider update/amend Bylaws.

Next meeting date **Wednesday, March 4, 2020**

Adjourned at 7:42pm after motion by Marc, second by Carla and unanimous in favor.

Minutes respectfully submitted by Carla Woodworth.