**FRIENDS OF THE BUDA PUBLIC LIBRARY**

Board of Directors

Minutes of Meeting—Wednesday, Feb. 6, 2019

Board Members Present: Marc Hunter, Joan Givens, Blanca Houston, Allison Teegardin, and Jaimie Lee

Others Present: Rosalba Cortez-Concha, Janice Kearley, Cecilia Cortez, Martha Anderson, Leah Ahmed, Pam Nelson, Melinda Hodges

CALL TO ORDER

Meeting called to order at 7:02 p.m. by Marc Hunter, Vice-President and incoming President.

ACTION ITEMS

1. **Election of Officers for 2019:** Motion made and passed electing Marc Hunter as President; Rosalba Cortez-Concha as Vice-President; Joan Givens as Recording Secretary; and Janice Kearley as Treasurer.
2. **Board minutes:** Motions made and carried to accept minutes from January 9, 2019 board meeting.
3. **Treasurer’s report:** Outgoing Treasurer Lea Ahmed provided a written and oral report as follows for period 1-1-19 to 1-31-19:

 MONEY MARKET Beginning Balance $12,034.75

MONEY MARKET Ending Balance $12,038.84

(interest – 4.08)

SAVINGS ACCOUNT Balance 25.00

CHECKING ACCOUNT Beginning Balance $ 15,652.17

Income:

Donation/Membership (3)...……………..145.00\*

Donation/Membership Stripe(?).………..141.74\*\*

Progressive Check…………………………75.00\*\*\*

Buda Lions Club Donation…………….1,250.00\*\*\*\*

In House Book Sale & Merc.……………..68.75

Boxed Book Sale Remains (52)……….....230.05

Interest…………………………………........0.67

 **Total Income: $ 1,911.21**

Expenses

Annual Gift to Library………………..15,000.00

Gift Cards for Library Volunteers (5)…..125.00

 **Total Expenses: $ 15,125.00**

**CHECKING ACCOUNT Ending Balance $ 2,438.38**

**TOTAL ASSETS (Includes $25 Primary Savings) $ 14,502.22**

\* Members: Martha Anderson, Dan and Betty Clere, Delores Calderon

\*\* See Marc or Rita for list

\*\*\*Gift from Rita Rosalez through Progressive

\*\*\*\*Annual Gift to Friends Presented at Annual Friends Meeting

Ms. Ahmed also reminded incoming board members and officers to consider higher interest-producing alternatives for deposit of funds currently in low-yield money market account.

LIBRARIAN’S REPORT

 Written and oral report provided by Library Director Melinda Hodges as follows:

Upcoming events:

Mondays and Tuesdays – Toddler Storytime at 10:30 am

Monday Mix-Up for students in sixth grade and up will be Mondays at 4:30, generally in the Maker’s Lab.

Homeschool Storytime – 1:30 on Tuesdays

Fiber Friends – Yarn/Crochet/Thread Club for adults; Tuesdays at 6:00 pm in the Teall Room.

Family Storytime - 6:00 on Tuesdays

Preschool Storytime - 10:30 on Wednesdays and Thursdays.

Buda BLAST (for students in kindergarten through 2nd grade) – 4:00 pm on Wednesdays

Bilingual Storytime (presented by UT speech pathology students) – 6:00 pm on Wednesdays

Buda Kids (for students in 3rd -5th grades) – 4:00 pm on Thursdays

Intro to Dungeons and Dragons – 2nd and 4th Mondays through May at 6:30 pm.

Book Club – Wednesday, February 13th at 6:00 pm; the group will discuss “In the Darkroom” by Susan Faludi

Hays County Master Gardeners’ class: Saturday, February 16th at 10:30. This class will cover Rose Gardening

We will have an art class for adults on Thursday, February 28th at 6:00 pm. The topic will

be Watercolor Mono-prints.

Personnel:

Abby Lance resigned her position in early January so that she and her husband may travel the world for several months.

Ashley Frost has joined us as our new makerspace clerk. She is a graduate student in Research Psychology at Texas State University.

Christina McCourt is interning with the library this spring. She is a graduate student at the University of North Texas’ School of Information.

The library will be closed on February 18th .

Melinda also reported that the Wednesday Buda BLAST would welcome a volunteer to help with activities. Interested volunteers should contact her at the library.

COMMITTEE REPORTS

Book sale committee chair Pam Nelson asked for help on the committee, with Martha Anderson. Rosalba Cortez-Concha and Cecilia Cortez volunteered to help restock the sales shelf, and to keep it decorated so that it remains of interest to library patrons. Martha also will be inviting an interested Friends member. The group will coordinate efforts, and develop guidelines so that volunteers are consistent in how to sort, price and store.

Fundraising and membership committee chairs were not in attendance, but a room has been reserved for monthly meetings when needed. Members will be notified and informed.

DISCUSSION TOPICS

1. **Review annual meeting:** Although the event went smoothly, there were not many members present, nor City officials. Ms. Hodges said that City Council members need invitations at least a month in advance so that attendance can be coordinated and approved. It was suggested that consideration be given to: moving the annual meeting to a Friday evening, and to organize it more as a celebratory party (with some required business conducted), than as a business meeting and reception.
2. **Volunteer coordinator:** Ms. Cortez-Concha said that, in retrospect, perhaps it would be better to pursue a volunteer Volunteer Coordinator after we experience increased membership involvement in events and pursuits. The group agreed to table discussion at this point, especially as we are only beginning to develop a calendar of the year’s events.
3. **Books and Beer:** Ms. Cortez-Concha reviewed dates that have been confirmed and booked with Two-Wheel Brewery: 3/28/19 and 5/30/19. The group meets approximately every two months, and 1st anniversary will be in July. She also requested that someone volunteer to take over organizing this book club. This would involve setting the dates with Two-Wheel Brewery (adding July, September and November); sharing the dates at board meetings; coordinating book choice process to that books are picked ahead of time, allowing the library opportunity to ensure there are two copies available for persons who do not want to buy the book; and coordinate particulars with Cecilia, Rosalba, Marc and Janice for promotional purposes, such as in emails and on social media; get 2-3 books as door prizes (and Marc suggested having a “book swap” at end of each Books and Beer as an alternative to door prizes). At each Books and Beer event, the coordinator 1)Hosts by greeting guests and having participants sign in; 2)Moderates, in order to initiate and guide conversation with prompts/questions; and 3)Collects door prizes if there are to be any.

If a Friend wants to volunteer to coordinate this event and relieve Cortez-Concha so that she can better focus on her new position as vice-president, please contact either her or a board member! Blanca Houston commented that this would be a good involvement opportunity for a Friends member who is not on the board or serving as an officer.

1. **2019 Planning for Events:** A timeline of events was provided for discussion and initial planning. Martha Anderson reminded board and officers that Kohl’s contributes monies to the Friends when we include their staff as volunteers at events. This needs to be planned ahead of time. Last year, Kohl’s provided volunteers and related monies for the Spring Fling at the library, and for the summer reading program kick-off event. The event schedule is:

2/21/19—Full STEAM Ahead at the library, but librarians don’t need help with this. 6-7:30 pm

3/18/19—Books and Beer: Where the Crawdads Sing by Delia Owens. 6:30-8 pm

4/6/19—Buda Trash Off. Friends are invited to volunteer, and Blanca will coordinate registering with the City to participate. March agenda. 8-Noon

4/7-13/19—National Library Week (March agenda to plan gifts for librarians, not food).

4/13/19—Spring Fling. We will plan an environmentally responsible activity, addressing on March agenda. 1-3:30 pm

May 2019—Conduct Adult Writers contest. Marc will organize, and plans finalized at April meeting.

5/4/2019—Dia de los Ninos, but Martha Sanders has NHS volunteers help her.

5/30/19—Books and Beer. 6:30-8 pm

6/6/2019—Summer Reading Program kick-off. We will need to choose t-shirt design in April meeting once they are provided. On evening of event, Friends help to hand them out to participants. 5:30-7:30 pm

6/22/2019—Sweet Nails completes pedicure fundraiser, so Friends will need to plan recognition of donation.

June-Aug 2019—Young Writers Contest. Martha Anderson will organize, and prompts should be chosen at May meeting so that information can be provided to schools for students and parents before end of school year.

Sept 2019—Fajita Fiesta. We will communicate with Chamber to be informed of date so that it can be addressed on August agenda.

10/20-26/19—National Friends of Library week. We will seek a city proclamation again this year, and Melinda requested reminder. Need to address this at September meeting to get it to Council.

10/26/2019—Boodaful Halloween (probable date). Friends need to plan on lots more candy this year. Melinda suggested an activity as well. September agenda.

12/2019—Annual Book Sale!

12/2019—Holiday Extravaganza at library. Crafts for kids. 1-3 pm

Jan/2019—Annual Friends Party (and meeting)

There was discussion about possible author event during the year. Austin writer and UT professor Elizabeth McCracken was of interest (her newest book, Bowlaway, was just published). There are several other possibilities. Availability as well as speaker cost are some considerations.

Janice Kearley will check with Budaful Hiker about possibility of encouraging Friends to join a Saturday hike in numbers. She will report back his recommendations.

1. **Membership Management Software:** Marc Hunter provided handouts and information resulting from his search of software to better manage memberships, communication, etc. So far, best option appears to be Wild Apricot due to cost and features. Cost is one of the lowest ($45-50 per month, depending on payment option), and it appears to have what we would need (e.g. website, online payments, member data management, accessibility, usability, communications with members). We need clarification, however, about member confidentiality since we would want only administrators to have access to that. Marc will continue exploration, and perhaps arrange for a sales presentation before choosing. This would eliminate the need to pay over $250 in current costs related to internet and payments. Marc will keep board members informed as he learns more. Member management software options, with possible vote, will be on the agenda for March meeting.

Chamber Luncheon on Wed. Feb. 13, 2019

RSVP to Chamber of Commerce at 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. Rita Powell plans to attend.

INTRODUCTION OF NEW ITEMS FOR CONSIDERATION

Martha Anderson introduced discussion of use of donated books for “Little Libraries” in the community. Books are supplied to the McCormick Middle School Little Library as needed because it was developed by Friends as a service project. However, the question arose because other Little Libraries might be in need. Concern, however, was voiced about how these other libraries are selected. Martha said there are six registered Little Libraries in the area. If we decided that we could donate books, what would be the protocol? Who would choose the books, keep track of what was donated, why, and to whom? Board members recommended that, until the book sale committee develops guidelines and a procedure for donation to Little Libraries, no books be taken from donations except for the McCormick Little Library since, in its establishment, we took responsibility for it. Book sale committee should report back to the board with recommended guidelines.

Blanca Houston introduced idea that as part of our Amplify year, we should work with the City to have a tree-naming contest for the historic oak that survived transplant. Related to this, she proposed seeking design and development of a tree-themed art installation that could become a Friends fundraiser (such as through “sale” of commemorative leaves or branches). Melinda Hodges said she would provide Friends with City guidelines for fundraisers associated with and/or on City property.

**Next FOL board meeting** is Wednesday, March 6, 2019, at 7 p.m., in the classroom just outside the library in the new Municipal Building.

Meeting Adjourned at 8:30 p.m.