

## **Bandon Library Friends and Foundation Meeting**

November 29, 2011

### MINUTES

*Present:* Merle Logan, Sterling Bush, Maureen Haggerty, Jean Hanna, John Hull, Cathy Johnston, Horty Joyce, Maggie Karl, Lorna Logan, Megan Maloney, Marilyn Noorda, Will Piehl, Alexis Proctor, Linda Wilcox and Deirdre Krumper.

President Merle Logan called the meeting to order at 10:05 am.

*Minutes* of the BLFF meeting of October 25, 2011 were unanimously approved as written on a motion by Jean Hanna and second by Horty Joyce.

*Treasurer's Report:* Treasurer Linda Wilcox reported that for October 2011, income was \$53,674.76 and expenses were \$53,585.17. The Neverending book sale made \$406 for the previous month. The current checking account balance was \$30,475.00 and the Endowment Fund held \$81,225.79. The Treasurer's Report was unanimously approved on a motion by Jean and second by Lorna.

*Library Director's Remarks:* Deirdre Krumper told the BLFF that the staff of the library had arrived at a really useful thing that the BLFF could provide. This was a somewhat larger refrigerator for the staff room. Something about twice the size of the current refrigerator would help people store their drinks and keep food fresh. Costs for this ranged from \$99 at Bi Mart to \$189 at Kmart. The BLFF thought that it would be best to get the largest size possible to fit within the available space. The group unanimously voted to buy a new refrigerator for \$500 or less, on a motion by Marilyn Noorda and second by Horty Joyce.

*Library Board Update:* Alexis Proctor said that she had told the Library Board that art in the hallway and cases was fully booked for 2012 and that she had displays scheduled into 2013. There was no new information on the doors. Circulation was down again and the staff suggested that the video users were hitting their cutoff points on fines. Good weather and noise in the library, particularly cell phone use, might also be contributing factors. Alexis said that some language was changed in the Art Policy.

### **New Business:**

*Strategic Planning:* Linda Wilcox passed out a draft of the strategic plan. She asked the group to read it and to email either Maureen Haggerty or her with input. Getting more active BLFF members was an absolute requirement for the success of this or any other plan. One current need was for a Historian. One suggestion was to advertise for this.

*Van dem Assem Reading Area:* Linda said that the Strategic Planning Committee thought that a very good way to mark the bequest from Carol Van dem Assem's estate would be to create a reading area. This could be in the northeast corner of the library and could have two nice chairs, a table, reading lamps and a plaque. The total cost for this was estimated to be about \$5,000. Deirdre said that she would get new estimates for wiring the area. Maureen Haggerty moved that Deirdre and the Strategic committee move forward with a preliminary budget of \$5,000 to complete the Van dem Assem Reading Area. Alexis Proctor seconded. The motion passed unanimously. Merle congratulated the committee for moving forward.

*December Book sale:* Horty Joyce reported that the Holiday sale was coming together and that setup had all the people it needed. People are needed to staff the sale on Saturday. She reminded the cookie bakers to be sure to bring their treats.

Linda Wilcox passed around a new membership form that the Strategic Planning Committee had created. She asked the group to approve it. The group discussed the use of credit cards for the sale. They decided to look at the logistics of this.

*Holiday Basket Fund Raiser:* Sterling Bush said that the Holiday Baskets she had created would be part of the Holiday book sale. She'd spent \$173.50 and noted that \$262 had been bid on the baskets so far. She speculated that baskets without bids could be recycled for the next year and the gift certificates with expiration dates could be returned to the businesses. The baskets will be awarded at the end of the book sale. The group commended Sterling for the baskets and congratulated her on their beauty.

*Discussion Forum:* Maureen Haggerty asked people to look at the discussion forum that she had created for the website. It could be found in the "About Us" section. Linda said that this would be a good opportunity for BLFF/Friends members who did not always get to meetings to share the group's events and concerns. She suggested that perhaps there should be a person or committee to monitor the forum. Maureen noted that this was still in the experimental stages. Jean Hanna suggested that other libraries have information about this resource.

*Southern Oregon Non-Profit Board Training:* Maureen told the group that she learned that the BLFF Board was operating well and was doing what it is supposed to. She will bring some of the materials she got to the Strategic Planning Committee and leave the booklet in the BLFF basket. Merle Logan passed around copies of the material that he had gotten at the training and said that the next meeting would be in January-February. In response to a question, Linda said that it had cost \$130 to send Maureen to the conference. The cost might realistically be \$200. Alexis Proctor and Marilyn Noorda said that they might be interested in going. Cathy Johnston moved that the board send BLFF members to the next meeting, with the BLFF picking up the expenses. Jean Hanna seconded. The motion passed unanimously. Jean suggested that attendees share what they learned with the group afterward.

*Ocean Crest School Request:* Merle said that he had written a letter offering a tour, but declining to give a cash donation for remedial reading materials. He will send this off. Sterling said that children getting library cards at the tour might be an issue because of parental consent and other factors. She will chair the committee to make this happen in the spring.

### **Committee Reports:**

*Travel Night:* Marilyn Noorda reported that Chas Waldrop was lined up to speak in January and February. She had other possibilities for events and asked for group assistance and suggestions.

*Movie Night:* Horty Joyce said that the last movie had high attendance. She noted that December's movie would be "Shall we dance?" and "How Green Was My Valley" would be featured in January.

*Author Night:* Maureen reported that November's Author Night had been very successful. About forty people came to hear Timothy Zahn's presentation. Among the attendees were two young boys. The program now had authors booked through June.

*Book Sales:* Horty said that the Neverending sale had made only \$226 for November.

*Website:* Maureen Haggerty said the website was up to date and that two people from California had signed up for memberships online. Cathy Johnston suggested updating the website photo of the BLFF Board members. Horty volunteered to take pictures after the meeting.

*Newsletter:* Merle Logan said that the deadline for the next newsletter would be February 2<sup>nd</sup>, with folding on February 15<sup>th</sup>.

*Publicity:* Megan Maloney reported that publicity was up to date and that she was using the website, the Coffee Break and fliers to publicize events. She welcomed suggestions. She said that the Holiday book sale would be part of the "Shop Local" promotion. She noted that the hospital had a bulletin Board with pages that they had given the BLFF. The only question was how to pick it up. Merle said that it could probably fit in the Logan/Friends Room.

*Other:*

- Maureen Haggerty said that only 16 newsletters had been returned as being undeliverable.
- Merle told the group that former Bandon Librarian Judy Romans had sent a note thanking the BLFF for an invitation to the Volunteer Luncheon. In her note, she thanked the group for the help they had given her.
- Merle told everyone that there had been a final ceremony for Lloyd Lyman.
- An issue with a possible leak on the second story caused Merle to bring down a model of the new library. It is now in the Logan/Friends Room.
- Horty Joyce said that Vicki Bunn-Cohen had purchased an extension cord for the BLFF. The group voted unanimously to reimburse the \$10 cost of the cord, on a motion by Maureen Haggerty and second by Merle Logan.
- In response to concerns about storing coffee, filters, cups and other materials needed for BLFF events, Megan Maloney said that she had brought a plastic tub that could be stored in the Sprague or Electrical Room. Discussion followed about where to put this.
- Horty suggested that the BLFF could donate some fireproof animals or dolls for the Children's Area. Children's Librarian Julie Tipton could say what she needed.

The next meeting was set for January 31, 2013, at 10:00 am in the Sprague Room.

The meeting adjourned at 11:52 pm.

---Deirdre Krumper, Secretary