

FOSL Board Meeting

April 27, 2021

In attendance: Joyce Shelenberger, Kennon Bowen, Karen Landers, Deborah Patton, Bonnie Goff, Franci Ferguson, Gail Hanger, Tammy Baker, Jerry Bryant, and Sarah Skrobis.

Call to order: Meeting called to order at 2:01 p.m.

The minutes from the previous meeting were approved.

Treasurer's Report (Deborah): Deborah shared the latest reports with the board.

Library Director's Report (Sarah): The library had their "soft opening" on April 19th and Grand re-opening on April 26th under the Grab & Go model of services (i.e., visits of 30 minutes or less). Next week outdoor story time will begin. The library will partner with Parks and Recreation and taking turns with Montgomery Hall, Gypsy Hill Park, and the Library garden. The information was posted on the library's Facebook page with immediate interest. Also, the Staunton Augusta Art Center is planning events with the library. Plans are being made for the summer reading program.

The American Library Association is encouraging everyone to reach out to elected officials to advocate for the Federal Recovery Plan for infrastructure. All local libraries are repurposed buildings. Libraries have not received infrastructure funds for 25 years. It would be nice to have money for Staunton to have a new, state-of-the-art library. Sarah has sent out a link to a form for board members to send to the representative in Congress to advocate support.

Library Liaison Report (Kennon): Talking Books is looking for new Board members. The Library Board is having discussions regarding the Virginia Public Libraries Code of Ethics. The question was raised about putting together a code of ethics for the Friends Board. The code of ethics could be part of the handbook. Sarah has a form she will send out that the board could fill out and use pending further discussion on the code of ethics for the Friends handbook.

Audit (Casey): This has not moved forward because Ralph has not responded to Casey. Deborah will touch base with Ralph. Two other names were also suggested for the audit, Nick McNeal and Jim Printy. Both have been on the FOSL Board in the past.

Newsletter (Franci): All expenses have been turned in. The next newsletter will go out in September so submissions are due in August.

Booksale (Joyce/Bonnie): Book donations have been strong. Dropoff service will continue the first and third Monday and Thursday of the month until October. The book sale set up is scheduled for October 11th from 9:00-5:00. The book sale will run October 12, 13, and 14th from 9:00am – 7:00pm and the final day (15th) from 9:00-12:00 at Gypsy Hill Gym. Bonnie asked Sarah if some books could be stored downstairs at

the library in case there is no more room at the storage center. Sarah agreed but has requested adequate notification so area can be cleared. Books will be sorted at Joyce's garage beginning in May. This will be the first and third Tuesdays and Wednesdays of the month from 10:00-12:00. Joyce will send out a sign-up sheet for volunteers.

Covid restrictions will apply during the book sale. People will have their temperature taken as they enter, gloves will be provided, and there will be space to spread out. The bathrooms will be cleaned every morning. Rope lighting will be used on the rail leading into the gym so people can see at night.

Staff Appreciation (Sarah): The library staff are enjoying the Wednesday pizza lunch provided by the Friends. Sarah has purchased a new microwave for the break room but all other improvements have been put on a back-burner due to Covid.

Financial Committee (Casey): Casey sent a proposal to Joyce that the Board enter a contract with PayPal for the donations account and the business account. There is no cost to the Friends or the library. The Talking Books program uses Paypal. The Board voted to go forward to test Paypal and see how well it works.

New Business:

Handbook: Joyce suggested the Board break down certain tasks in a step-by-step process that could be included in the handbook so new members can understand how the tasks are done. This would include what it takes to put the newsletter together and showing a paper trail for the board's finances. Deborah will check with non-profit organizations that have on-line giving or other transactions to see how they handle this.

A question was raised about having money in the kitty for renovating the break room. Sarah responded that, for now, nothing more was going to be done as only a few people are allowed in the breakroom at one time and they would rather wait on any renovations until Covid restrictions have lifted.

Joyce requested that the Board have future discussion on comparing the price of printing in house versus a print shop for the newsletter.

The meeting was adjourned at 2:50.

The next meeting is May 25th at 2:00 p.m.