



FOSL Board Meeting

Minutes

January 25, 2022

Call to Order: Kennon called the meeting to order at 2:03pm.

In Attendance: Susan Arnold, Tammy Baker, Kennon Bowen, Jerry Bryant, Linda Chapman, Franci Ferguson, Gail Hanger, Joy Ingram, Karen Landers, Deborah Patton, Joyce Shelenberger, JoAnn Tigert, Sarah Skrobis

Kennon welcomed the new members and thanked Joyce for organizing the member handbooks and for all the help she has given Kennon in preparing her for her new role as Board president. Kennon also thanked Deborah for her work on the 2022 budget.

Minutes: The minutes from the November 2021 meeting were approved.

Treasurer's Report (Deborah): The treasurer's report was discussed and accepted.

Budget: The 2022 budget was discussed. A new account was added:

- 4215 – this account has been added to reflect online book sales and to keep it separate from the in-person book sales. Joyce was contacted by a gentleman offering to help the book sale by taking some boxes of books prior to the in-person book sale and selling them on line. He also came during the sale for more books. He made \$1500+ and gave it all to the Friends. The Board discussed whether to continue this practice in which case a contract would need to be created that would reflect what percentage of the profits he would be entitled to. The Board approved including the new account number. They will address contract details at the next meeting

Deborah also brought a request to vote on a fixed amount of money the treasurer is allowed to spend without Board approval. The amount requested is \$25 per purchase. The Board discussed and approved this amount.

The Board approved the 2022 budget.

Library Director's Report (Sarah): Due to on-going Covid issues the library has had to temporarily resort to curbside service only. The plan is to re-open February 3rd. There are a few staff openings currently available. Sarah is in the middle of a budget cycle and is asking for a mobile library to use for community outreach. The cost is



approximately \$200,000. If approved, it will be a 18-24 month wait before receiving it. The Friends help fund a virtual book club for teens by providing the books used. Young adult author Jody Meadows will be speaking at the next book club meeting. The library is looking for possible outdoor projects depending on the Spring weather. Sarah stressed the importance of advocating for the library, especially while the budget cycle with the City is going on.

Library Advisory Committee (Kennon): they met in December. There are more challenges with citizens objecting to certain materials currently available in the library. This is especially challenging when there are books transferred between libraries. The Staunton Library is reluctant to censor any written material. Anyone with an issue will need to fill out a revised form expressing the reasons for their concern.

Booksale (Bonnie/Joyce): Bonnie has found a home for all the leftover books from the recent book sale. Once people are allowed back in the library and the weather cooperates, she will have them removed. The week of October 3-7, 2022 has been reserved for the next book sale. A book sale committee was formed during the meeting to discuss the future of the book sale. The committee consists of Bonnie, Joyce, JoAnn, Tammy, and Gail. They will meet via Zoom the 1st and 3rd Wednesday of each month at 2:00. Gail mentioned that Bessie Weller Elementary School received some of the books and were able to give over 200 children a book at Christmas.

Little Lunch Music (Joyce): A committee was formed to update/decorate the meeting room prior to restarting the program. The committee consists of Joyce, Linda, and Jerry and will meeting once a month. Sarah and Public Works need to approve any changes.

Newsletter (Franci): There have been two newsletters put out each year for the last two years. Martin Press has gone out of business so a new printer will need to be selected. Mid Valley Press is one option. They will charge \$196 for 350 newsletters. Best Valley Company in New York is half the price, but they won't fold the newsletters. There is a two-week turnaround. Normally 350 newsletters are printed but only half are actually mailed out. Franci places some of them at the front desk. There was a question about whether the newsletter should go digital with a smaller number of hard copies available to those who don't have access to the internet. Mail Chimp could be used but the patron emails would have to be checked to be sure they are correct. Many people clip off the Friends membership form to mail in with their dues. The form could be printed out and copies placed at the front desk. Another solution could be sending out a separate email reminder regarding dues. Another issue is the fact that the proxy form is in the newsletter for the October Annual Meeting. The Board agreed to discuss this in more detail at the next meeting.

New Business: There is signage for FOSL at the library. The suggestion was made to use the bulletin board just above the Book Sale Express bookshelf for Friends. This



way people can have a central place to learn more about Friends and what they do. It will be important to keep it current and update it regularly.

The volunteer program has been tabled since Covid started but a volunteer form can be added to the newsletter. This idea has been tabled for now.

Orientation for new Board/Friends members will be up and running again soon. The suggestion was made to have staff members from each library department speak on their department and what they offer.

The meeting adjourned at 3:29pm.