Talking Book Center, Inc.

Board Meeting Minutes for Monthly Meeting

February 27, 2020

Present: Catherine Bacik, Koressa Malcolm, Mary Stephenson, Marian Hackney, Robert Gudman, Daza Craig, Ilia Desjardins, Margaret Bailey, Jim Allen, Alisa Cummings, Dan Swift

Absent: Margaret Ralston, J H Cline, Kevin Osborne, Sarah Skrobis

Catherine called the meeting to order. A copy of the January 2020 minutes was distributed through email and reviewed by Board members prior to the meeting. A MOTION was made by Koressa and seconded by Dan to accept the minutes as presented. Motion passed unanimously.

Treasurer's Report: Dan sent a copy of the treasurer's report to members prior to the meeting. The financial reports have been reviewed and discussed and it appears that the financial reporting is correct and accurate.

Staff Report: Ilia presented the staff report and a copy will be on file for any to review. There were 6 new patrons so far in February. Outreach events include visits to United Way Rockbridge and a local women's group. On Feb. 29 Ilia will visit "Unity in the Community" in Waynesboro and present at the Maury River Senior Center in March. Volunteers will be needed for the Senior Health Fair on April 24. Numerous grant applications have been submitted.

In March, the new machine will arrive to download books on demand.

Community Foundation updates: No report.

Committee Reports:

Finance Committee: No report.

Development Committee: Cat is acting chair of this committee. To follow up on the decision to do a TBC night at a local restaurant, Robert will check with Mill Street as a possible event for April. When a date is confirmed, Ilia and Koressa will work with Robert to promote. Future restaurants to be explored include Baja Bean, J J's Meat Shak in Buena Vista and a Trivia Night at Redbeard. This could become a quarterly event using a different restaurant each time.

Nominating Committee: Board members are urged to contact possible candidates and direct them to Koressa for additional information.

Outreach Committee: Sarah developed a bookmark template with information regarding the Kroger Rewards program. This is being distributed to local libraries and can be used at promotional events in the community.

Strategic Action Plan Committee: No report.

Old business:

A sheet was distributed to record volunteer hours of Board members. Those not present will need to email Ilia their hours.

New business:

A MOTION was made by Koressa and seconded by Daza to allocate $1200 for Ilia to attend the NLS conference on May 17-21 in Nebraska. Motion passed unanimously.

A MOTION was made to get a credit card to be used for purchases by TBC employees and Board members. The motion passed unanimously. Dan, Cat, and Ilia will explore the details, applying appropriate purchase limits and prior authorization protocols.

The next meeting will be March 26, 2020 at 3:30 PM. MOTION to adjourn was made and approved unanimously.

Marian Hackney, Secretary TBC