

## Virtual Meeting of the Friends of the Union County Library, Conducted via Facebook Messenger,

January 20, 2021

Friends in Attendance Jackie Volk, President Nancy Bryant, Secretary Robert Harford  
Katherine Lavery Connie Rosenberry Sally Woodworth, Treasurer (via phone in)  
Debra Davis Susie Brendle Judy Baldwin

The meeting was called to order at 2:30 pm by Jackie Volk, President.

Minutes from the November 18, 2020 Meeting were approved with Motion by Judy Baldwin and Second by Robert Harford.

### Treasurer's Report

- Sally Woodworth reported Net Income for 2020 is at a ten-year low, but that FOUCL does have reserves available. Donations from the Bakeless Bake Sale were donated to the Library Staff. Other additions to income during 2020 were Membership dues as well as Amazon Smiles and miscellaneous donations. \$1,000 was received from Peach State Federated Credit Union. This donation is included in "Donation-Other" on the Profit and Loss Previous Year Comparison statement. Sally also said that hopefully Membership will remain the same and some fundraising can resume in 2021. A donation from Peach State is expected during 2021, 2022, and 2023.
- Currently, Memberships done on Pay Pal have not been retrieved. Jackie stated that Pay Pal transactions should be automatically deposited to the FOUCL bank account on the 25<sup>th</sup> of each month. Due to fees incurred by FOUCL (\$.72-\$1.17 per transaction), Robert Harford is planning on adding a note that persons using Pay Pal to renew Memberships consider adding \$1.00 to their Membership dues to covers costs.
- Connie Rosenberry stated that she will pick up membership forms dropped off at the Library and get checks to Sally. Sally will be sending the names of new members to Katherine Lavery – Welcome Committee.

### Librarian's Report

- Susie Brendle stated that even though the Library has gone to "Curbside", due to current Covid conditions, the staff is very busy with phone inquiries.
- The Christmas books donated by FOUCL in December were distributed to children visiting the Library during the Holiday period.
- The Winter Read is going forward even though the start date has been postponed to February 1. Forms will be available to print off at home with some forms available in the Library. There will be two categories – Adult/Teen and Juvenile.
- Summer Reading is planned, but Susie stated that some children were lost in 2020 due to lack of computer access. This year, they plan a virtual option as well as actual printed logs. Entertainers will not be engaged due to the large size of groups attending in previous years. She suggested that there will probably be some in person activities planned that would be "curb side/drive up".
- Sally Woodworth requested clarification from Susie Brendle that based on her presentation of projected 2021 Expenditures in November, 2020, the monies approved by FOUCL to compensate for some income shortfalls from local funding, such as SPLOST, could be used to support Summer Reading, specifically the first \$1000 payment from FOUCL in February. Susie indicated that this was true. The money from FOUCL would go to support activities such as Summer Reading.
- Susie stated that she was working with Marlene of Mountain Regional Library System on a Director and Partnership Agreement which will be sent to Jackie for review. Marlene has been creating these Partnership Agreements for other "Friends" groups as well as any other organizations involved in partnerships with MRLS.. The Director and Partnership Agreement will set forth the expectations and responsibilities of the partners - MRLS and Friends of the Union County Library - and will be signed by Heath Lee, Director of the Mountain Regional Library System, Susie Brendle, Branch Librarian for UCPL, and Jackie Volk, President of FOUCL. Jackie stated that she had requested

adding to the Agreement that “FOUCL advocates for Libraries, Literacy and Lifelong Learning”. Money received from FOUCL will be handled by MRLS, but monies received from FOUCL are considered donations, unlike funding from SPLOST and Union County, which are considered budget items. While there is some monetary support approved by FOUCL from time to time for MRLS for specific needs, Susie stated that to the best of her understanding, FOUCL is not obligated to support MRLS through their donations. Susie emphasized that “advocacy” is a non-monetary contribution from FOUCL. Susie Brendle further added that the Director and Partnership Agreement is in place for Auditors.

### **Committee Reports**

- Welcome – Katherine Lavery stated there are no new Members to report.
- Newsletter – Connie Rosenberry plans a February Newsletter but stated that at this time she has no pictures. She also stated that she has no “Volunteer” in the section for Page 5 and might consider doing the Board again although the Officers remain the same as 2020. Jackie Volk said she would have contributions, and Susie Brendle suggested she could possibly get a picture of some of the children receiving picture books during the Holidays. February 1 is Connie’s timeline for completion of the Newsletter.
- Webmaster – Robert Harford reports that from October to December, 2020 there were anywhere from 316-428 Unique Visitors to the Webpage. However, there were less numbers of pages being viewed.

### **Old Business**

- Friends of the Union County Library purchased 24 copies of The Christmas Barn which were given to children visiting the Union County Public Library during the Holidays. One copy of the book was placed in The Little Free Library at Meeks Park.
- Christmas gifts from FOUCL were presented to the UCPL staff. Gifts included 24 oz. Tervis tumblers, Planter’s snacks, and individual dried fruit packs. Jackie received special thanks from several staff members.
- The FOUCL Membership Renewal Letters were sent the first week in January, 2021. 180 renewal letters were sent. Sally went back three years to obtain names for Renewal Letters. There were 123 Memberships in 2020, mostly renewals. Connie Rosenberry will be receiving these letters, when returned, and sending thank you postcards. Sally Woodworth will process money from Membership dues received. Special thanks go to Jane Manuszak for the donation of postage and to Tom Volk for helping assemble the Membership forms for mailing.
- Book Pages for January are in the Library Lobby for pickup. Jackie Volk stated they could use more copies of Newsletters for pickup in the Library. Susie Brendle said she could copy Pages one and two for the Library Lobby. Hopefully, email blasts via gmail will be forthcoming shortly. Suggestion was made to attach Membership forms to the Newsletters, and Susie Brendle said she could run the forms for the Lobby.

### **New Business**

- UCPL has organized “Winter Read” with FOUCL asked to purchase Walmart gift cards as prizes (\$25) in three categories – Adult, Teen, Juvenile. Robert Harford made a motion to purchase the gift cards with Connie Rosenberry Second.
- Possible purchase of books for children in recognition of Dr. Seuss’ Birthday on March 2<sup>nd</sup>? There are several titles available on Amazon for around \$5-6 each. Suggestions: Green Eggs and Ham, One Fish Two Fish, Fox in Socks, or a combination. While there will be no in person Storytime in the Library, Facebook Live will do a Dr. Seuss Storytime with craft bags assembled for pick up in the Library. Susie estimates 20 Craft Kits will be assembled and perhaps a book could be placed in each craft bag. Discussion followed as to how many books to purchase at approximately \$6.00 per book. Suggestion was made to purchase 21 books so an equal number of the three titles would be available – 21 copies – 7 of each title. Motion was made by Judy Baldwin to purchase the books with Second by Robert Harford.
- Recognition of National Library Workers’ Day on Tuesday, April 6, 2021. Should staff gifts be purchased in the form of gift cards? Susie Brendle felt that the purchase of gift cards would be appropriate since cash would need to be reported as income. Discussion followed as to gift cards to stores or gift cards to restaurants with Susie Brendle

stating that due to food allergies among the staff that gift cards to stores might be better. Suggestion was made to purchase \$25 Walmart gift cards for the five total UCPL staff members. Robert Harford offered to donate an additional \$25 per card which would bring each gift card amount to \$50.00. Motion made by Katherine Lavery to purchase five \$50 Walmart gift cards for the Library Staff in Recognition of National Library Workers' Day with Robert Harford supplying half the cost of each card. Second by Robert Harford.

- The Virtual Meeting was adjourned at 3:25 pm. The date for the next meeting was incorrectly stated as April 20, 2021 in the Letter sent. The next quarterly membership meeting of The Friends of the Union County Library will be April 21, 2021 at 2:00 PM online through Facebook Messenger Room. All members are welcome.

**Minutes submitted by Nancy Bryant, Secretary**