

## Meeting of the Friends of the Union County Library

April 20, 2022

<u>Friends in Attendance</u>	Jackie Volk, President	Nancy Bryant, Secretary	Sally Woodworth, Treasurer
Lee Cromwell	Jackie Franklin	Judy Baldwin	Jane Manuszak
Debra Quigley	Evie Miller	Susie Brendle, Librarian	Arlene Gray
Katherine Lavery		Ann Lewis, Youth Services Coordinator	

After welcome and introductions by members, Jackie Volk called the Meeting to order at 2:05 p.m. She asked for amendments to the Minutes from the January 19, 2022 Meeting. When none were presented, Motion was made by Katherine Lavery to accept the Minutes with a Second by Jane Manuszak.

### Treasurer's Report –

- Sally Woodworth, Treasurer, presented her report based on “Friends of Union County Library Balance Sheet Prev Year Comparison As of March 31, 2022”, “Friends of Union County Library Profit and Loss Prev Year Comparison January through March 2022”, and “Friends of Union County Library Profit and Loss Detail January through March 2022”, copies of which are attached to these Minutes and made a part thereof.
- Sally highlighted the accumulation of assets which stems from monies raised in 2011 from FOUCL fundraisers to support the Library renovation, the balance of which will be used to support future Library renovations. The approximate reserve amount of \$31,000 is invested in CDS.
- Further funds represent the normal amounts taken in through annual donations as well as Membership dues. During the Pandemic fewer funds have been expended by FOUCL. She pointed out examples of donations through Amazon Smiles (\$53.37 Jan-Mar 2022) as well as Membership dues from the current level of 104 members. Membership totals in 2021 amounted to 120 Members. Individual donations to FOUCL so far this year amount to \$1200. FOUCL provides quarterly support to the Union County Library.

### Librarian's Report –

- Susie Brendle, Branch Manager, asked Ann Lewis, Youth Services Coordinator, to present her plans for the Summer Reading Program. Currently, Mrs. Ann has programs, storytellers, and presenters scheduled to support this summer's theme – “Oceans of Possibilities”. Dates are June 1 (Kick Off Registration) through July 22. The finale program will take place on July 18. Awards will be announced on Facebook on July 25. Mrs. Ann reports increased attendance at Storytime as well as Lego Club and hopes for large numbers in the Summer Reading Program. She appealed for “extra hands” from FOUCL to help handle the participants, particularly on Registration Day and at special events. She distributed a sign-up sheet to Members present. The Summer Reading Program will be open for younger children up through high school with the majority of participants expected to be younger.
- Jackie relayed a request that Mrs. Ann has gotten from parents for FOUCL to suggest a volunteer to teach knitting and/or crocheting, and several members who do this type of craft were mentioned.
- April is National Poetry Month. Susie Brendle announced a National Poetry Contest that is running through April 23 when voting will take place on social media. The Adult and Juvenile winners will be announced April 29<sup>th</sup>.
- Susie thanked FOUCL for the appreciation gifts provided the staff during National Library Week and presented Jackie Volk with a card of thanks.

- She acknowledged the February FOUCL donation of \$1200 given to the library to support Summer Reading, specifically the costs for programming and for entertainers that are scheduled. A FOUCL donation of \$1500 this month will be used for periodical subscriptions. FOUCL funds 60%-70% of the Library periodical subscriptions.
- Susie revisited a request for \$1000 for microfilm of local newspaper issues from the 1990s up to current dates. Microfilm of issues up to the 1990s are currently being stored and will be placed in the Genealogy Room and available to patrons via a new microfilm reader that is to be purchased in July. Patrons will purchase paper to print out copies. Jackie asked for questions or comment. Judy Baldwin made a Motion to provide the funding for the microfilm purchase up to \$1000. Katherine Lavery provided a Second.
- Susie stated that the Baking 101 class, scheduled for next week, is full with a wait list and a or virtual option.
- May 9<sup>th</sup> is the next Storytime. Mrs. Ann's program on bees will include a visit from a representative from the University of Georgia Extension Office. The representative will also present an afternoon class on bees for adults.
- Marissa, who has been appointed Assistant Branch Manager at the Library, is currently responsible for programming. She will be able to assist FOUCL with plans for an Open Mic event at the Library providing a forum for Writers to present their original prose or poetry and tentatively planned on a Tuesday or Thursday in September from 4:30-5:00. The Library can help FOUCL with publicity. Morgan and Taylor are new members to the staff at Union County Public Library. At this point, Jackie Volk reminded Members present that post it notes were still available for Members and Patrons to write notes of appreciation to Library Staff members. They will be presented to staff members at the end of April.

#### **Committees**

- Welcome – Katherine Lavery reported that FOUCL has had seven new members since January, 2022. They are Evie Miller, Bill and Anna King, Anna Lewis, Jackie Franklin, Jane Thomas and Patti Young. She has sent welcome cards.
- Newsletter – In the absence of Connie Rosenberry, Jackie announced the Newsletter will go out in May.
- Webmaster – In Robert Harford's absence, Jackie introduced him as website manager who also keeps the website up to date for Friends of the Library in Towns County and the Friends of the Library website in his former home community.

#### **Old Business**

- Jackie reports that FOUCL is looking for a Vice President and hopes to have someone in place by July. Susie offered to publicize this need on the Library webpage.
- FOUCL donated 25 Horton Hears a Who picture books to Library families participating in Storytime on February 28. Remaining copies were placed at the circulation desk for distribution to children coming into the Library.
- On April 12 and 13, 2022, FOUCL presented Union County Public Library staff members with gifts of mugs and a Harry and David assortment tower in celebration of National Library Workers' Day.
- Drop off for donations to the May Bake Sale will be Thursday May 5 from 2:00 PM until 5:00 PM. The Sale will take place Friday, May 6, from 10:00 AM until 2:00 PM. Volunteers are needed to bake, set up, sell, and clean up. A Co-chair is needed to assist Sally Woodworth. Susie Brendle and Evie Miller offered to help Sally. A sign-up sheet was sent around for members present to sign up for time slots to set up and work the sale. Extra hours on Friday are for additional drop offs as well as clean up. An email will be sent as a reminder to those who sign up and to recruit for more volunteers if needed. Jackie Volk distributed bookmarks she prepared to publicize this event to be placed at the circulation desk. Suggestion was made to possibly prepare flyers which Jane Mansuzak would volunteer to distribute around the community. Jackie can place some in the "Friends" room. Sandwich boards will be put up outside the Library on day of sale with Jackie and Jane coming early to help set the signs up.

- Discussion followed concerning a possible FOUCL sponsored Travel Program in June. Jackie proposes individuals who would be willing to share their own personal experiences with travel and was hoping for a Tuesday or Thursday Community Room time slot around 4:00 pm during the 1<sup>st</sup> or 2<sup>nd</sup> week in June. Susie suggested a date within the June 6<sup>th</sup>-11<sup>th</sup> window when the Community Room would not be set up for Summer Reading. Jackie is open to names for the Program and circulated a rough draft of an article she has prepared advertising this event. She would ask participants to submit pictures, and Susie said she could set up screens for presentations as well as projectors for slides. Arlene Gray recounted some of her travel experiences to possibly share. Tuesday, June 7 at 3:30 pm was tentatively set as a date and time for this Program.

### **New Business**

- Thank you notes were sent to those donating over \$100 to FOUCL. Letters and calendars were mailed to new FOUCL members who joined during January and February, 2022.
- Volunteers are needed to review FOUCL By Laws to permit email or text notification of specially called meetings rather than phone calls or letters. This is preferred so that some financial decisions may be made between meetings based on Board Agreement. This revision to the By Laws would be voted on by the Membership at either the July or October meeting of FOUCL. Sally Woodworth, Judy Baldwin, and Debra Quigley will meet to assist with this review and possible revision.
- The updated FOUCL brochures were printed by West Printing. A comparison was made of in house printing versus outsourcing the work. The brochures printed in house in the needed quantities cost significantly more than the cost provided by West (In house: \$22.93 for 50; Outsourcing: \$25 per 50/\$500 for 1000). Due to the volume needed (Susie distributes 40-50 per month to new Library patrons, and the Visitor Center previously requested 200 for "visitor bags"), the decision was made to go with outsourcing the Brochures. Sally Woodworth and Judy Baldwin were recognized for their work on the Brochures.
- A Non-Profit Networking through the Chamber of Commerce will occur on April 21. FOUCL will be represented by Jackie Volk. She will provide FOUCL materials to attendees. This program is free to Chamber members.
- Discussion followed concerning the next FOUCL membership meeting planned for July 20, 2022. This will mark the 25th Anniversary of the Friends of the Union County Library (delayed in 2021 due to Covid conditions). Jackie suggests a potluck salad lunch to take place at the Choestoe School House. There would be no rental fee for FOUCL, and she has reserved the building for the day on July 20. Jackie will present a History of Libraries including a history of Union County Public Library and FOUCL. Special guests may include Susie Brendle, Heath Lee, Donna Howell, Arlene Gray and Lamar Paris. She suggests an 11:30 a.m. arrival time with lunch around 12:00. Remarks would follow. The regular Membership meeting would occur around 2:00 PM.
- The FOUCL Christmas Luncheon is planned at Brasstown Valley Resort on December 7, 2022.
- Jackie made a FOUCL presentation to a group at the Methodist Church which was well received. She is willing to present this program to other groups.
- She distributed sample pins she has made on a badge making machine she purchased. They could be used as promotional tools for FOUCL. Jane Manuszak made a Motion to purchase celebratory ink pens to mark the 25<sup>th</sup> FOUCL Anniversary and distribute these at the Library and at the Potluck Lunch. Evie Miller made a Second.
- Arlene Gray, a former FOUCL President, made some closing remarks regarding FOUCL accomplishments and spoke to the joys of working with the group. She saluted Jackie Volk for her hard work on behalf of FOUCL.

The meeting was adjourned at 3:29 PM. Next meeting is July 20, 2022 at Choestoe School House. Lunch at 11:30.

**Minutes submitted by Nancy Bryant, Secretary**