



## **BOARD MEETING MINUTES: April 5, 2022**

### **Via Zoom**

**Present:** Amelia Siders, Amy Shamroe, Carol Anderson, Donna Hornberger, Jud Barclay, Richard Siders, Marika BeVier, Reba Leiding, Doug Weaver, Megan (Heator) Holtrey, Meagan Belden, Michele Howard (TADL) **Absent:** Charlene Lutes, Margaret Monsour

The meeting was called to order at 12:01 p.m.

#### **Minutes Approved:**

Jud moved to approve the March board meeting minutes, Doug seconded. Motion carried.

#### **President's Report**

- In honor of National Bookmobile Day, TADL is hosting a celebration tomorrow, April 6, 12-1pm and Saturday, April 9, 9-11am to showcase the exterior of the new bookmobile.

#### **Treasurer's Report**

- Megan reported Quickbooks is going well; have two out of three of our accounts connected.
- Had to regain access twice in one month to the brokerage account
  - Locked out again as of 4/5/22. Something weird is happening; Megan is investigating.
  - Megan is checking with Mike Thomas for the login/access information to the LMCU account
- Q1 report: as far as revenue, we are doing well and on track to hit our budget goals.

#### **Finance Committee**

*Committee members: Reba Leiding, Doug Weaver, Megan (Heator) Holtrey*

- Reba shared financial report from Saunders Jazz sale. Fees from Square are just under 3%.

#### **Media and Book Sales**

*Committee members: Margaret Monsour, Donna Hornberger, Meagan Belden, Carol Anderson, Jud*



### *Barclay*

- The library held a Saunders Jazz Sale and raised \$2821.54. Half of these proceeds go to Friends of TADL; remaining half will go toward TADL's Sight and Sound department (for jazz-related programming). Remaining books are on 3<sup>rd</sup> floor, media items have been distributed.
- June Spring sale will be books only (no media).

### **Membership**

*Committee members: Amelia Siders, Marika BeVier, Doug Weaver, Megan (Heator) Holtrey, Charlene Lutes, Jud Barclay*

- We have 298 active members.

### **Publicity / Fundraising**

*Publicity Committee members: Amy Shamroe, Marika BeVier*

*Fundraising Committee members: Amy Shamroe, Amelia Siders, Meagan Belden, Carol Anderson; Marika BeVier – brought in as needed*

- Amy reported she has a meeting w TADL this week to discuss fundraising and how we can best work together to raise both money and visibility.
- June sale is being promoted in TADL's newsletter; future promotions to come.

### **Correspondence**

*Committee: Rick Siders*

- No correspondence needs.

### **Policy Committee**

*Committee members: Doug Weaver, Reba Leiding, Carol Anderson*

- No report

### **Ongoing Business**

- **Annual Meeting** – will be held virtually on May 11 @ 6:00pm.
  - Board elections (not officers) will be voted on at this time



- Donna will prepare the presentation and develop text for announcement; Amelia will send an email to our members
- Michele will coordinate the Zoom link with TADL accounts
- **Financial Policy – Suggested Revisions**
  - Deposit slips – rephrase to remove reference to physical papers / duplicates. Instead say “retain a copy.”
  - Credit card receipts – remove reference to require retaining credit card receipts
  - Reimbursement Form – we do not have one currently and the consensus is we do not require one. Language could be revised to: “When board members submit a request for reimbursement for allowable purchases, the following information is required: name, date, nature of expense, all applicable receipts, and the total amount requested.”
  - **ACTION**: Amy moved to accept the proposed amendments. Reba seconded. Motion passed.
- **iPads** – used for sales, etc. need to be replaced.
  - **ACTION**: Amy moved to allot \$1000 toward the purchase of two new iPads and Square devices/readers if needed. Carol seconded. Motion passed.
- **Re-election of Board Members** (election held at Annual Meeting in May for 2 year terms)
  - Carol Anderson
  - Jud Barclay
  - Megan Holtrey
  - Donna Hornberger
  - Reba Leiding
  - Charlene Lutes
  - Amy Shamroe
  - Richard Siders

### **New Business**

- Our May 3 monthly meeting will be hybrid – both in-person and via Zoom.

### **TADL Representative Report:**

- Michele reported Bookmobile is seeking sponsors to help support its operation. She will share sponsor details with our board.
- TADL is in the process of updating the website. Michele seeks feedback on how it can be improved.
- Summer Reading Club t-shirts are primarily sponsored by the Tribe.
- TADL employees cannot receive bonuses directly from TADL. However, our Friends group can provide



to TADL employees. Michele suggests \$20 gift cards for each of the approximately 80 employees at the holiday season. Future discussions will determine whether we adjust how our annual funding is allocated OR if we will contribute additional funds.

- TADL board is looking toward a “consent agenda,” which would mean our Friends group would no longer be required to attend these public meetings in-person (unless desired). Instead, we could supply a written report.

Meagan B. moved to adjourn, Amelia supported. The meeting was adjourned at 12:49 pm.

Submitted by Marika BeVier

**Important 2022 Dates**

May 3: FOTL Board Meeting

May 11: Annual Meeting

June 2-6: Spring Book Sale

No July meeting

**Handouts:**

March Financial Report