

BOARD MEETING MINUTES: February 1, 2022

Combined In-person, Zoom & Conference Call

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

The meeting was called to order at 12:05 p.m.

Minutes Approved:

Margaret moved to approve the January board meeting minutes, Amy seconded. Motion carried.

President's Report

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Treasurer's Report

- Megan shared she has filed our 990-tax form and we are all set.
- Will be paying our sales tax this month, due February 28
- Megan will upgrade our Quickbooks to QB Online @ \$12.50 per month
 - Access it from anywhere – not just at TADL
 - Upload photos of receipts for it to log
 - Send invoices, receive payments from QB
 - Graphics and dashboard charts for reporting
 - Live bookkeeper chatting
 - Can integrate Wild Apricot data better, as well as possibly connect our Square account
 - We should be able to download our historical QB data and get it into the new version
- Issue with our investment account access. Megan is working on it with the bank.



Finance Committee

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

- Reba reported that we have received a few donations this month.

Media and Book Sales

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

- Margaret reports that the book sale will be held June 2-6 (Thurs – Mon).
 - Set up Thursday; sale held Thursday evening (Friends-only preview), Friday, Saturday and Sunday all day; tear down on Monday.
- Book sorting continues. Donations have decreased slightly, but this is likely a seasonal flux and we still have a solid inventory.

Membership

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

- Amelia reports we have received a few large donations.

Publicity / Fundraising

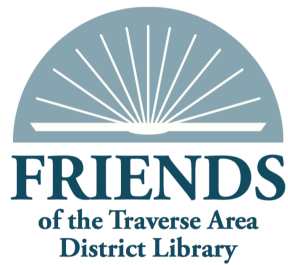
Publicity Committee members: Amy Shamroe, Marika BeVier

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

- Amy is developing a plan to promote the June book sale, including “save the date” in an upcoming TADL newsletter.
- Amy will convene the fundraising group soon.
- Marika to resend existing brochure / bookmark) for feedback either update or print new additional copies.

Correspondence

Committee: Rick Siders



- Correspondence is up to date.

Policy Committee

Committee members: Doug Weaver, Reba Leiding, Carol Anderson

- No report

Ongoing Business

- CRSTAL will launch book via a virtual event during historical society meeting on February 20. Books will then be on sale at the library circulation desk. Friends of TADL receive a 20% discount.
- Book Study focusing on *Integral Life Practice*: for future planning, Amy will discuss with NMC's Extended Ed program to see if they have recommendations on how to structure (Zoom? In-person?), time of year, etc.

New Business

- Story Room Furnishings: Michele shared the items needed to complete the children's story room upgrade (storage, seating, décor, etc.). Timing would be in the next few months, with a "reveal" later this spring. Donation would be recognized with signage, newsletter mentions, etc. ACTION: Amy moved to contribute an amount not to exceed \$6,500 from our funds to cover the story room expenses identified in Michele's proposal. Reba seconded. Motion carried unanimously.
- Annual Meeting – next month we will confirm meeting date and discuss details.

TADL Representative Report:

- Michele reports that near the "Under the Stairs" book sale there are new banners w Friends logo. We can use this space to create additional banners to promote future events, etc.
- Looking into "dip jars" where people can donate easily via credit card.
- TADL is looking for volunteers the week of June 20 to hand out Summer Reading Club t-shirts. Theme is "Oceans of Possibility" (water).
- Michele presented a promotional idea to refer a friend to the library. If someone brings in the flyer, they can redeem it for a free book from our Under the Stair sale.
- In March, the TADL board is holding a meeting in our McGuire Room during our usual time. We will



host our March Friends board meeting virtually-only, via Zoom.

- Bruce has retired after 22 years as Facilities Manager. New employee has started and will be particularly focused on exterior landscaping.

Margaret moved to adjourn, Meagan supported. The meeting was adjourned at 12:55 pm.

Submitted by Marika BeVier

Important 2022 Dates

March 1: FOTL Board Meeting (Zoom only)

April 5: FOTL Board Meeting

April 15-17: Saunders Special Media Sale

May 3: FOTL Board Meeting

Date TBD (May 11?): Annual Meeting

June 2-6: Spring Book Sale

Handouts:

January Financial Report