



BOARD MEETING MINUTES: January 4, 2022

Combined In-person, Zoom & Conference Call

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

The meeting was called to order at 12:02 p.m.

Minutes Approved:

Margaret moved to approve the December board meeting minutes, Charlene seconded. Motion carried.

President's Report

- Marika will provide an updated board roster and committee assignments
- Updated board group photo provided to TADL for posting to the website

Treasurer's Report

- Megan shared we received \$5,000 and \$200 donations in December. Donation information needs to be provided to Rick for correspondence and Amelia for inclusion in our Wild Apricot database.
- Our group is utilizing Quickbooks 2013, which is no longer being supported by Quickbooks. She will provide a recommendation in February for an upgraded option.

Finance Committee

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

- Reba reported that two checks have been returned from the bank, but issues have been addressed.

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.
- We now have 17 volunteer book sorters. Margaret has instituted a rotating schedule so only a max of 6 people will be volunteering at one time. ACTION: Charlene moved to institute a policy requiring book sorting volunteers to wear masks and show proof of vaccination, including a booster shot. Jud supported. Motion carried.
- Unused shelving has been moved outside the room; we do have capacity for a large donation at this time.
- Saunders donated a vast collection of rare audio materials. We will be working with Sight & Sound to hold a special media sale April 15-17 (set up Friday, sale Saturday and Sunday). Proceeds will be split 50/50. Before our February meeting, Michele will provide more information on what role the Friends will play.

Membership

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

- Amelia reports we have received 4 renewals, 2 new memberships.

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

- Via email, Amy provided input into upcoming fundraising ideas and efforts. Any board member can spearhead a good idea, regardless of whether they are on the fundraising committee. We just need to ensure capacity to support each endeavor.
- Discussion continues regarding a fundraiser to construct a road sign on Woodmere Ave. Idea: potential naming contest (sign, etc).
- Idea: develop business champion program. Develop list of benefits and programs / items to be supported.



- Idea: personal outreach to new Friends of TADL.
- Marika to review and provide existing collateral materials (brochure, bookmark) to either update or print new additional copies.

Correspondence

Committee: Rick Siders

- Rick requests he be provided address when donation thank you note is required.
- Correspondence is up to date.

Policy Committee

Committee members: Doug Weaver, Reba Leiding, Carol Anderson

- Board has reviewed bylaws and Financial Controls Policy.
 - Bylaws will remain as-is.
 - Financial policy: *ACTION*: Amy moved to remove the requirement to record the titles of books purchased directly from the book sorting room. Margaret seconded. Motion carried.

Ongoing Business

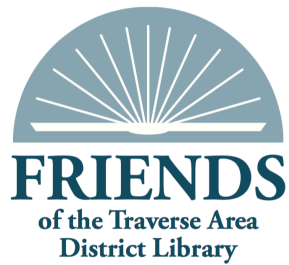
- CRSTAL and Michele have been coordinating on details of the history book sales.
- Book Study focusing on *Integral Life Practice*: registration has been impacted by Covid and other factors. Program will be put on hold for now until in-person attendance is more prevalent.

New Business

- None

TADL Representative Report:

- Michele reports that Bruce is retiring from TADL and a new facility manager has been hired.
- Security guards have been implemented and are reducing staff anxiety. Michele wondered if we'd mind allowing them to set up in our Friends office. Board discussed and is comfortable with the idea.
- Strategic plan starts soon.



Margaret moved to adjourn, Charlene supported. The meeting was adjourned at 12:57 pm.

Submitted by Marika BeVier

Important 2022 Dates

February 1: FOTL Board Meeting

March 1: FOTL Board Meeting

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:

December Financial Report