



## **BOARD MEETING MINUTES: September 5, 2023**

### **In-person and via Zoom**

**Present:** Marika BeVier, Reba Leiding, Margaret Monsour, Megan Holtrey, Richard Siders, Kathy Kelto, Pam Ward, Amy Shamroe, Jud Barclay, Donna Hornberger, Meagan Belden, Kerri Moses, Michele Howard (TADL)

**Absent:** Charlene Lutes

The meeting was called to order at 12:00 p.m.

#### **Minutes Approved:**

Margaret moved to approve the June board meeting minutes, Pam seconded. Motion carried.

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

- Jud asked whether we should have masks available at the Fall Book Sale, but mask policy will follow whatever TADL determines.
- Jud requested that the policy committee meet and report back in the December meeting if anything needs to be addressed.
- Amy reported that Jenkins Group did a fundraiser and brought in \$134 for FTADL.
- In October, we will determine the date of our November meeting (due to potential Election Day conflicts)

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

- Megan provided August financials. Not much activity aside from GJs rental deposit.
- There was discussion regarding which email addresses should be used. Going forward, we will only use [friends@tadl.org](mailto:friends@tadl.org), which will be linked to Jud's email address. President will be responsible for responding to inquiries made to this email address.



### **Finance Committee**

*Committee members: Reba Leiding, Megan (Heator) Holtrey, Donna Hornberger*

- Reba requested that if you go to the Copy Shop, be sure to specify that the invoice is for FRIENDS of TADL (otherwise can be confused with main TADL account).
- Reba reported that the Covid grant is still pending – date has been pushed to October.

### **Budget Committee**

*Committee members: Megan Holtrey, Donna Hornberger, Jud Barclay*

- No report

### **Media and Book Sales**

*General Committee Chair: Meagan Belden*

- Meagan reported that the committee met and finalized dates for fall sale:
  - Thursday, November 2: 9am-6pm (SET UP); Friends Preview Sale 6-8pm
  - Friday, November 3: 9-6pm
  - Saturday, November 4: 9-6pm
  - Sunday, November 5: 12-4:30pm
  - Monday, November 6: 9-4pm (TEAR DOWN)
- Book and Media Sales will be combined. Media will be placed in the atrium area (near piano), with a pay station positioned in that area.
- Thursday pre-sale might utilize the exterior entrance to avoid the bottleneck at the main entrance that occurs prior to the sale doors opening. To be confirmed in book sale planning meeting.
- Publicity committee will increase visibility of on-site signage.

### **Membership**

*Committee members: Margaret Monsour, Jud Barclay, Marika BeVier, Megan (Heator) Holtrey, Kerri Moses, Pam Ward*

- Margaret reported that membership committee discussed developing a new brochure.
- There was committee discussion whether renewals should be converted to a calendar year. Board consensus was that we should continue with a rolling renewal.



- Committee would also like to have general “book sale today” yard signage that is highly visible and can be reused. (Overlap with Book Sale / Publicity committees)

### **Publicity / Fundraising**

*Publicity Committee members: Amy Shamroe, Marika BeVier*

*Fundraising Committee members: Amy Shamroe, Jud Barclay, Kathy Kelto, Pam Ward; Marika BeVier – as needed*

- Publicity: Amy will work on a plan to promote the fall book sale.
- Fundraising: Amy sent a doodle poll to set up a time to meet as a group.

### **Correspondence**

*Committee: Rick Siders*

- Rick reported that he needs to be notified when a donation is made (either via check or via Wild Apricot) so he can provide a thank you note.

### **Policy Committee**

*Committee members: Charlene Lutes, Margaret Monsour*

- Group will convene and provide a report in December on anything that needs to be addressed.

### **Nominating Committee**

*Committee members: Kerri Moses, Charlene Lutes*

- No report

### **Ongoing Business**

- Member Communications: board members will supply Marika with

### **New Business**

- We were contacted by a potential book donor – 500 books, including many art books. Kathy and Jud will evaluate the books and manage logistics.



**TADL Representative Report:**

- Michele shared that the board has determined to move forward with the millage for the August 2024 election, in the amount of 1.1Mil. Term of 10 years.

Kathy moved to adjourn, Amy supported. The meeting was adjourned at 1:04 pm.

Submitted by Marika BeVier

**Important 2023 Dates**

October 3: FOTL Board Meeting

November 2-6: Fall Book Sale

November 7: FOTL Board Meeting (to be confirmed due to Election Day)

December 5: FOTL Board Meeting

**Handouts:**

August - Financial Report