

**FRIENDS OF THE L.D. FARGO PUBLIC LIBRARY  
BOARD OF DIRECTORS MEETING - June 17, 2019**

**I. Call to Order:** President Vicki Wickliffe called the meeting to order at 10:00 AM. Present were Kathleen O’Hearn, Beckie Kane, Charlie Roy, and Patty Hoggatt. Librarian Marilyn Sieb was also present. Anne Werner, Carol Burrows, and Gerard Saylor were absent.

A. Minutes of May 20, 2019, Board Meeting: Motion to approve by Beckie, seconded by Kathleen, motion passed.

B. Treasurer’s Report: Charlie reported the following balances:

Savings: \$18,818.42

Checking: \$ 6,074.79 (two outstanding checks: \$355.00 for Library Summer Reading Program & \$1000.00 for Scholarship)

Library book Sales: \$54.75

Ann purchased 13 bags of books at \$2.00/bag for a total of \$26.00.

C. Library Director's Input: Unavailable

D. Library staff (Marilyn) input:

Marilyn submitted an article to the newspaper promoting the Adult Summer Reading Program and information to the Bridges newsletter. Marilyn received positive feedback. Although many libraries in the system have adult programs concurrent with the summer program for children, our library is the only one in the Bridges System that has an adult summer reading program which uses a charitable donation (i.e., contribution to the Jefferson County Literacy Council) as an incentive reward.

There are two scheduled events: **Aug. 15<sup>th</sup> Putting Up the Harvest—Fermentation A to Z**, and **Oct.22<sup>nd</sup> Visiting The Beyond**. Time for both events is 6:30 pm. Money for these programs will be taken from Round-up funds (\$300.00 for each event total \$600.00).

**II. Old Business**

A. Garden Tour: Seven gardens will be on the tour.

- 1) Hats/visors—Vicki will email hosts and ask which they prefer: Friends of Library neon green cap/visor, 2) straw hat with green neon band, or 3) their own garden hat. Majority will rule.
- 2) Hours of tour—10 -3 but can be changed. (Note, changed to 10:00-2:00 after Vicki’s test run)
- 3) Garden descriptions – All seven descriptions have been received. Handouts with the descriptions will be available at the library before the tour.
- 4) Publicity – Vicki will submit an article to the newspapers for publication July 11<sup>th</sup> followed by news brief July 18<sup>th</sup> & July 25<sup>th</sup> and will send information to the Jefferson County Tourism newsletter. Vicki will contact Chamber of Commerce and send out a notice to the general Friends membership. It was decided to have a booth at the July 24 farmers market and distribute information on the tour. Vicki will contact the Market Manager for a spot.

- 5) Tour brochure & map—Beckie will make two brochures with map for Board consideration. Beckie will make poster/ flyer and will contact Gerard to put on library website.
- 6) Signs and balloons for gardens—Vicki will contact Ann to make signs/balloons. Neon green poster board with black lettering was recommended.
- 7) Waivers for visitors – waivers will be at all gardens; visitors will need to sign only one waiver which will cover all garden sites. Vicki will check with a Friend who is an attorney.
- 8) Boots for donations – Patty and Beckie will provide boots for the gardens.
- 9) Master gardeners - Vicki will follow up with coordinator of Jefferson County Master Gardeners.
- 10) Pre-tour for garden owners, volunteers, & FOL Board - Vicki will send email to hosts asking for a time and date and if they would like to do a pre-tour. Majority will rule regarding date & time.
- 11) Raffle for hanging basket, flowerpot, or garden theme basket—it was decided not to have raffle.
- 12) Volunteers will be needed at each garden; Vicki will send email to all members requesting volunteers.

- B. Purchase of a Pop-Up Canopy – Vicki will continue research and will bring findings to next meeting. A \$200.00 limit was set.
- C. FOL- Sponsored Family Trivia: Gerard will emcee Trivia night. Anne and Beckie will have an update at next meeting.
- D. Recognition of Ruth Wollenburg: Will discuss at next meeting.
- E. Friends of Jefferson County: Two handouts will be discussed at next meeting—Friends Group Survey (drafted by Dane County Friends) and Ideas for Questionnaire (drafted by Lisa Knothe).
- F. FOL Income & Investments: Charlie motioned to purchase two \$10,000 CDS, Kathleen seconded, and motion approved.

### **III. New Business:**

- A. Announcements and Miscellaneous: None at this time.
- B. Next Board Meeting: July 15, 2019

### **IV. Adjournment:** Meeting adjourned.

Minutes prepared by Beckie Kane

“The purpose of the Friends is to a) provide support services to library staff and Board, b) sponsor programs designed to improve the social, cultural and intellectual life of the community, c) promote the library in all phases of community life.”