

**Friends of the L.D. Fargo Public Library  
Board of Directors Meeting  
Monday July 12, 2021**

I—Call to Order: President Vicki Wickliffe called the meeting to order at 2:15 PM. Present were Anne Werner, Charlie Roy, Beckie Kane, Kathleen O’Hearn, and Carol Burrows. Absent were Gerard Saylor, Patty Hoggatt and Librarian Marilyn Sieb.

- A. Minutes of May 17, 2021 Board Meeting: Correction was made to reflect \$210 (*not \$210.06*) for an outstanding check. Kathleen moved to approve the minutes, Carol seconded, motion passed.
- B. Minutes of the June 21, 2021 Board Meeting: Review of these minutes was tabled until the August meeting.
- C. Treasurer’s Report: As reported by Charlie

Checking account balance	\$5,233.95
Outstanding check	\$ 310.00
Library book sales (\$75 +\$33.50)	\$ 108.50
Lake Mills Market book sales	\$ 49.50
Card sales (Corner Mercantile)	\$ 10.00

Library book sales are for June and July.

- D. Library Director’s Input: Unavailable
- E. Library Staff Input: Unavailable

II—Old Business

- A. Reprinting Library Notecards: Library in the Spring photo was liked by the members. Total number to print was discussed 200, 250, and 500. Carol moved to print 500, Beckie seconded, and the motion carried. This will allow for 83 packets of 6 cards each.
- B. 2021 Garden Tour:
  - 1. Advertising updates-
    - a. Newspapers –Newspaper article and quilt photo were published in the June 24 free issue of the Leader and News Brief was published July 8. News Brief and paid ad will be in July 15 Leader. Tour is also listed on the Wisconsin State Journal online community calendar. Vicki submitted articles to the Watertown Daily Times, Daily Jefferson County Union, and several other newspapers in surrounding towns. Articles might not be published. For example, Cambridge newspaper does not print news & events from other towns.
    - b. Radio stations- Garden tour is listed on the WPR community calendar and the WCLO (Janesville) community calendar.
    - c. Social media, websites, etc.- Has been posted on Library website/ Facebook, Jefferson County electronic newsletter, and Lake Mills Chamber of Commerce newsletter and Facebook page. Wendy Berns will post on her Facebook page.

- d. Yard signs- Wallflower made yard signs and Anne added “July 17”. Anne will post signs at each garden location and at two other locations in town. Next year we will have Wallflower make dates for signs that are removable.
  - e. Flyers- Flyers have been distributed around Lake Mills, Cambridge (Anne left flyers and brochures at the Cambridge Coffee House common area and at Avid Gardner. Patty will leave flyers at library, PO, and grocery store), and Deerfield (coffee shop), and to all libraries within Bridges system.
2. Raffle tickets, drawing, and winner notification- Drawing will be held at the library on Tuesday evening at 6pm. Vicki will draw the winning ticket and Beckie will be the witness. Winner will be contacted from the library’s phone. If we leave a message, then winner must return call by Thursday evening.
  3. Setup at each garden- Schedule has been made for volunteers. Anne and Vicki will set up at each garden 8:00-8:45 am.
    - a. Volunteer table & chair- Vicki sent an email to each gardener requesting a chair and table (umbrella for shade if possible).
    - b. Foot traffic control—entrance & exit signs, directional signs, etc.- Anne made enter & exit signs for gardens that require them. Anne will also make special instructions for gardens that require them.
    - c. Location of boots and donation signs- Will be decided when setting up.
    - d. Other—Will be added to instruction sheet: information regarding what to do with money in boots, evaluation sheets (one for each volunteer and gardener).
  4. Location of table/tent during Arts Festival- Currently we do not know location for FOL table. Vicki will see if she can obtain a map showing where vendors for Art Festival are located; this will help decide where to locate FOL table/canopy.
  5. Other items. Kathleen will send thank you notes to all gardeners. Bob Dimperio donated \$100 for garden tour expenses; Vicki will send him a thank you note.

### III—New Business

- A. Announcements and Miscellaneous
- B. Next Board Meeting August 16

### IV—Adjournment

Minutes prepared by Beckie Kane, Secretary