

**FRIENDS OF THE L.D. FARGO PUBLIC LIBRARY**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**June 17, 2024 @ 9am in Library Hall**

I—Call to Order: President Vicki Wickliffe called the meeting to order at 9:03 AM. Present were Barb Becker, Beckie Kane, Kathleen O’Hearn, Karie Pollard, Patty Hoggatt, Gerard Saylor and Beth Naughton. Absent were Carol Burrows and Anne Werner.

A. Minutes of Board Meeting May 20, 2024: Motion to approve minutes by Beckie, seconded by Barb, motion passed.

B. Treasurer’s Report 5/20/2024-6/17/2024

Karie reported the following:

|                          |           |
|--------------------------|-----------|
| Checking account balance | \$4937.61 |
| LM Market book sales:    | 21.75     |
| Library book sales:      | 37.00     |
| Notecard sales:          | 26.00     |
| Culvers Fundraiser       | \$358.00  |
| Memberships/donations:   | 64.00     |
| Ending Balance:          | \$3619.36 |

Karie is still researching and documenting what expenditures the Round Up Funds were used for and how much is left. Our bank CDs have expired. Karie and Vicki will make an appointment with Dan McCabe of the Bank of Lake Mills to find out the reinvestment options to get the best rate.

C. Library Director’s Report: Gerard updated us on the Library Expansion Project. The Library Board approved Jodie Sweeney’s contract for coordinating the Capital Fundraising Campaign beginning August 1. Gerard will attend the City Council meeting tomorrow.

The State of Wisconsin has announced a Flexible Facilities Program of grants for construction and renovation of libraries and community centers. Maximum grant amounts are \$4.25 million. We are applying - as are many libraries - for the maximum amount with a proposal to build a two-story addition and renovate the existing library. The application deadline is July 11, 2024. This is a one-time grant opportunity.

The master plan developed with FEH would split the project into two phases. Phase One would build a two-story addition onto the back of the library building with limited renovations to the current library first floor for an estimated cost of \$6 million. Phase Two would remove the existing first floor roof and construct a second floor to connect to the new addition.

Advantages of a two phase project includes:

- Immediate improvements to Children’s & Teen’s services by moving into new section.
- Provision of much-needed additional study and meeting spaces.
- The library will be able to stay open during construction.
- No need to find and rent a temporary location, arrange IT and data services, move portions of the collection back and forth, and provide temporary shelving.
- The project would proceed with a smaller and more easily attainable Phase One budget and save money by dodging future inflation costs.
- Significant savings in heating and cooling costs with HVAC upgrades.

Summer Reading is underway. People signed up so far:

Adults – 87

Babies – 23

Children – 243

Teens – 67

The animal program in Wallace Park last week was attended by 136 people. The Monster collage program was also well attended.

## II—Old Business

- A. FOL website is ready to go live. Gerard will speak with Autumn and get it launched ASAP.
- B. Apply for 501 (c) (3) status – Vicki pointed out that at the February 19, 2024 meeting Carol said that Club 55 had recently registered as a 501(c) (3) and that it was easy to do online. Vicki contacted other Friends groups in the Bridges Library System regarding 501 (c) (3) and received only one reply—from Johnson Creek. The contact reported that a member of the group applied for a reboot since they had been inactive for a number of years. They are required to file annually (\$25 fee) with the State to keep their status; filing can be done online. The group only needs to file taxes if they earn \$50,000 or more. They also said to make sure that our bylaws are up to date as we will need to send them to the State.

The Board will continue looking for an accountant or attorney to walk us through the process of applying. Beth will contact former FOL member Karen Reimer to see if she can help.

- C. Page Scholarship – changes have been made to the application. There are still details to be discussed, so we will add this to the agenda for a future meeting. We have time since the first opportunity to award the scholarship would not be until next spring.
- D. FOL Scholarship – tabled for a future meeting – need to discuss adding home schooled applicants.

## III—New Business

- A. Author Visit at Lake Mills Middle School – Vicki followed up on a letter she had sent to Ethan Floerke in March 2019, proposing that FOL and the school co-sponsor an author visit. According to Gerard, in 2017 Kathleen Ernst presented two programs at the library for a total cost of \$350.00. Ethan is going to investigate authors and costs. He said an author visit can range anywhere from \$200 to \$5000. He may look into a virtual visit with a popular author.
- B. Election of Officers – This year we have four positions to fill – President, VP of Membership, VP of Fundraising, and Secretary. We may be open to two people sharing an office if necessary.

Vicki feels it is time for someone else to take over as President. Barb agreed to stay on as VP of Membership. Beth agreed to stay on as Secretary, although if someone would like to be co-secretary, it would hopefully eliminate the need for volunteers to take minutes when Beth is not in attendance. The VP of Fundraising position is currently open.

We need some new Board members as most of the current members have served many years in different capacities. Beth will invite some of the Library Book Club members to become Friends and attend meetings. The election is in October and the new term begins November 1, 2024.

We agreed that it would be good to have a “Welcome Packet” for front desk staff to give to new library cardholders. The packet would contain a FOL membership application. Karie will check with staff to get their input and ask if staff will hand out packets if FOL puts the packets together.

- C. Banner/Flag for FOL Fundraisers and Events – Members thought it would be a good idea to have a banner for all events FOL participates in. It would be nice to have the flag for the kid craft at the Farmers Market in August. Beth will check to see if Wildflower Market makes them and what the cost is.
- D. Reports from May 20 and June 6 Library Board Meetings – Vicki attended and updated the Board on our new website. Kristi Wendt said she likes getting our agendas.

#### IV—Announcements and Miscellaneous

- A. Barb requested that we review the expired membership list. We passed the list around and identified people we know and will encourage them to rejoin the FOL.

V—Next Meeting Date: July 15, 2024 @ 9 AM

VI—Adjournment 10:36 AM

Minutes prepared by Beth Naughton, Secretary