

FRIENDS OF THE L.D. FARGO PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
August 21, 2023 @ 9am in Library Hall

I—Call to Order: President Vicki Wickliffe called the meeting to order at 9:00 AM. Present were Barb Becker, Kathleen O'Hearn, Gerard Saylor, Beth Naughton, and Charlie Roy. Absent were Carol Burrows, Anne Werner, Patty Hoggatt, and Beckie Kane. Karie Pollard, Valerie Krejcie, Murrene Payton and Matthew Joyce attended as guests.

- A. Minutes of Board Meeting July 24, 2023: Charlie moved to approve the minutes, Kathleen seconded, and motion passed.
- B. Treasurer's Report:
 - Checking account balance – \$4094.88
 - Lake Mills Market book sales - \$25.00
 - Library book sales – \$43.75
 - Notecard sales from Daydream Believer Books - \$5.00
- C. Library Director's Report:
 - a. There is a Library Board meeting today.
 - b. FEH Design was the only firm to submit a proposal for the library expansion. The Library Board will decide whether or not to accept their proposal. If accepted, Drake Daily, Lake Mills City Manager, will attend the next board meeting to discuss capital budgeting and if a Capital Fundraising Campaign will need to be initiated.
 - c. The self check is being used more. In June, 932 books were checked out via self check. In July, 2487 books were checked out via self check. Contributing to this increase is the fact that library patrons may now retrieve "holds" themselves.
 - d. Strategic Planning –Library standards show that we are short one full- time person in comparison with other libraries our size. The ability for patrons to self check out helps with the desk personnel shortage. Our service population is 10,000 people. Department of Public Instruction annual report numbers show our building is small among our peers (the building has been too small for 20 years). We don't have many books that don't circulate, and we have to remove a book to add a new book due to space constraints. The architecture report from 2020 and the building assessment from 1999 show similar findings.
 - e. Summer reading – 711 people signed up and read 5084 hours, 1500 prizes were distributed, and 64 programs were held. We were back to 2019 participation levels.
 - f. There are two programs coming up: September 6 (Return of the Corona – a program about the two upcoming solar eclipses) and September 12 (Herbs for Health and Nourishment). In addition, there will be a memory café and memory screening.
 - g. Congratulations to the Friends for a great garden tour event.
- D. Library Staff Input: Karie shared that summer reading was very successful and that they are now gearing up for the new school year. The change in the holds being accessible to patrons and the self check machine are going well.

II—Old Business

- A. Revision of FOL Bylaws – Vicki detailed the proposed changes involving approval of the bylaws, election of officers, and an annual meeting via email/U.S. mail. She noted creation of a new Board position – VP of Fundraising. Matt Joyce is willing to be the VP of Fundraising. The revised Bylaws were approved by the Board. Vicki will e-mail the Friends of the Library who have e-mail and Barb will mail the proposed Bylaws to the Friends of the Library who do not have e-mail. Those who get the e-mail will respond yes or no by email to approve changes to the bylaws. Those receiving a letter will return a stamped, self-addressed envelope with their response.
- B. Procedures for Election of Officers – Once the bylaw revisions are accepted, we can e-mail and mail the slate of officers up for election this year:
 - a. Executive Vice President – Anne Werner
 - b. Vice- President of Fundraising – Matthew Joyce
 - c. Vice-President of Media and Public Relations – Beckie Kane
 - d. Treasurer – Karie Pollard
- C. Annual Membership Meeting –The election of officers and annual report to the membership will be done via email and U.S. mail.

III—New Business

- A. Memorial Donations -We received two donations (total of \$150) in memory of Mary Price. Beth will reach out to Mary's relative, Ken Stetson, to see what she liked to read.
- B. Herbs for Health and Nourishment – Library staff requested \$200 to pay for this program. Kathleen motioned to approve, Barb seconded, and motion passed.
- C. FOL Board Meeting Time – We want to try moving the meeting time to 6:00 PM to see if more people are able to attend and participate. We will try it in September.
- D. Hearing Loop for the Library – Beth brought up that at the most recent library book club meeting a member brought up the fact that she has a difficult time hearing in our large meeting room. She shared that several churches in the area and The Fireside Theatre have some type of hearing device called a Hearing Loop that allows people with hearing loss to be able to hear in big spaces. The board agreed this is worth looking into. Murrene Payton agreed to look into the technology and cost for the next meeting.

IV—Announcements and Miscellaneous:

The FOL FaceBook page is active. Beth shared the two upcoming programs from the FOL FaceBook page to The Lake Mills Community Network FaceBook page.

Kathleen plans to attend the Library Board Meeting at 4:45 tonight, August 21, 2023. Vicki will provide a sign-up sheet for Board members to attend future Library Board meetings.

V—Next Meeting Date: **September 11, 2023 at 6:00 PM.** Note different starting time.

VI—Adjournment

Minutes prepared by Beth Naughton, Secretary