

## Friends of the Crown Point Community Library – Minutes – June 6, 2015

President Jane Butkus opened the meeting at 10:01 AM.

**Secretary & Treasurer Report** Secretary Rose Kendall read the minutes of the May meeting. Treasurer Donna Hill presented the May Financial Report with an ending balance \$14,360.38 and \$50 in the Gaming Account. The Secretary's Report (balance corrected) and the Financial Report (Income Total corrected) were both accepted. No further discussion.

**New members** – Anita Eshelman and Debbie Hollingsworth introduced themselves.

**Friends at Winfield** discussion – should be a joint group – meeting at both locations. Will discuss further in the future.

### Library Reports

#### Director

Director Selina reported that **budget work** continues and has allowed her to learn a lot about our library. During this process the department heads share goals, values and future needs.

Staff are researching the potential for **new Winfield Library space**. Library staff are working with blueprints and Skillman Construction to determine feasibility and future growth needs. Plans are for a long term lease of a portion of the vacant medical offices near Wiseway. Staff desires to increase parking, provide for a meeting room, programming and computer access space.

**The Winfield Library needs new chairs**. Rose Kendall asked Selina to call her for chair availability before making a purchase.

At the Main Library the **broken window quotes** have been approved – work should start for manufacturing the window and its components – still looking at 8 weeks until completion. Skillman is serving us as general contractor.

**Website design** – Laura and Jacob are working on current website. New design is still coming. Friends info needs to be updated.

**Old library** – an offer is coming but not formalized yet.

**New Hires** – Bev and Amy are leaving – 3 new people starting this month / July. There will be new hires in reference and youth services by the end of the summer. They are not available to meet us yet today. There is a new page also. Jane asked if they could all stop in to introduce themselves.

### Staff Requests

A request for funds and a quote will be provided to the Friends regarding carpet cleaning at Winfield. Carpet cleaning will be included in future maintenance budgets.

### Outreach and Programming

#### Julie Wendorf - Outreach

Thanks to the Friends for the \$100 donation toward **summer reading adult prizes**. The table has been setup and 100 adults signed up ( a record for the 1<sup>st</sup> day). Julie reviewed the volunteer signup process and explained the program – instructions are at the table for those who are volunteering to help from the Friends. Trying to get people to sign-up for the Friends at the same time. There are logs for all the readers – the more you read the better your chances for the weekly and the GRAND prize drawing. Separate weekly for either library – grand prize for both. There is a listing at the sign-up table of prizes. Have to read 3 books to go into the drawing.

The Library will be attending the **local 'fairs'**. The library booth will be at the farmers market, corn roast and arts/craft festival. Staff and teen volunteers will man the booth. Friends are invited to assist with the festivals and fairs. We might be able to take memberships there. Not planning on a book sale unless Friends volunteers want to haul books around. If interested the Friends Program committee can discuss further.

There will be **summer craft events** – "Make/Take" bookmarks.

#### Laura Clemons - Programming

## Friends of the Crown Point Community Library – Minutes – June 6, 2015

**FOIL** newsletter distributed. FOIL Annual meeting will be held in Terre Haute September. Can discuss further at August meeting. Rose Kendall and Donna Hill agreed to attend. Bob Setlak Motioned to approve two Friends to attend, paying for registration and mileage. Paul Sills Seconded. All approved. No further discussion.

**Blood drive** posters passed out.

**Website** – starting to put Friends section together. Has ideas to do something different. Will have a Friends section in the future that we can manage.

**Sculpture project** – Primary contact has been Carol Drasga – Friends will help with the scavenger hunt entry drop-off process (a sheet of paper with questions about the sculpture). Volunteers will 'grade' and store the entries for the grand prize drawing at the November Council meeting 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place for adults and children. Level of sponsorship for prizes – she currently has \$200 from Artful Garden. \$100, Michaelangelo Rodan \$50-99, Remington \$50 sponsor of gifts.

Bob Setlak motioned that the Friends will donate \$200 towards **scavenger hunt prizes**, Donna Selvaggi seconded. There will be someone representing the Friends at the drawing in November. Need volunteers to check and store the entries. Sheets will be available at each sculpture location.

### Book Sales

**Ongoing book sale** \$640 last month – Lois is doing a wonderful job! Have received up to 400 items in a 12 day period.

**Outside Vendor resale service.** Laura Clemons explained the proposed 'resale' of our good books by an outside vendor. Laura met with the vendor and reviewed the proposal. The Friends have nice books that could be sold for a higher value. Lois agreed that she is already doing this and will price 'really good' books at a better value. It was agreed that these books will be sold at \$5.00. The Friends will not use the outside service. Future discussion to resolve whether or not we have 'large' sales – let's base that decision on a 'spot sale' based on the inventory not a schedule.

**Artisan Sale.** Postponed until next year. It was proposed that in October have a "not so spooky movie" in conjunction with the Trick or Treat at the local shop owners.

### New Business

Carol Doty – the last spring string concert was wonderful. About 50-80 people attended.

Bus trip is slowly coming in. We will hold it no matter what – small bus is about 46. Can buy tickets until June 22. There is a place to eat at the Art Institute – but can leave and come back.

August meeting for **programming the literary luncheon** is August 4 at 10AM. Reviewed the details for everyone.

**August Friends meeting** is August 11<sup>th</sup> at 10:00 AM. There is no July meeting.

**Paying for performers** – Carol Doty motion to pay each group \$100 individually, per their specifications, not to the Boosters Club. Seconded by John Cotton. Approved. No further discussion

**Life time members** need continuing recognition – possibly listed on the website. We will send NEW lifetime members information about tax deductions. Laura Clemons will provide stationary.

**Volunteer Requests.** Need to add a method to track what is needed for volunteers from the Friends – possibly a folder at the circulation desk or on the website. Need to discuss further.

**Adjourned** 11:30 Paul Sills Motioned and Bob Setlak Seconded.

### Officers

President – Jane Butkus

Vice President – John Cotton

Secretary – Rose Kendall

Treasurer – Donna Hill

**Friends of the Crown Point Community Library – Minutes – June 6, 2015**