

Friends of the Library Meeting Notes May 2, 2019

Present at the meeting were the following members:

Katherine Proffitt, Bob Bergsten, Samantha Sweigart, Mindy Murray, Tamara Lankford, Corwin Golden, Gabrielle Golden, Carol Peterson, Sheri Cameron, Julia Silvest, Frances Ashlock. Representing the Richlands Branch Library was Katie Lawson (Branch Manager). Also present as interim liaison with Onslow County Public Library was Virginia Sharp March, Library Director.

Meeting Convened at 1831.

Review of previous meeting's minutes deferred.

Preliminary drafts of membership cards, junior membership cards, and the Friends of the Library newsletter/membership application form were inspected by members and representatives present. Julia Silvest moved to approve the forms; motion was seconded and vote was unanimously in favor of approval. Discussion regarding printing membership cards on cardstock by Tamara Lankford, and it was decided per Katie and the library director that the Richlands Library was able to print copies of the membership form for distribution at the circulation desk.

Treasury update from Mindy and Tamara; approximate balance is \$1600. The Friends earned about \$143 for the month of April, and the children's book sale has been really successful - earned \$62 in two days per Katie Lawson. Discussed and decided to post requests for more children's materials to be donated on Friends' Facebook page.

Bob Bergsten requested a status update on the Richlands Branch-specific Friends of the Library logo. Logo was approved months ago; discussed updating logo and decided it represents our community well. Library director offered to pass our preliminary logo to the marketing department for finalization; Katie Lawson to follow up with them.

Following this, an update was provided by Katie Proffitt regarding the upcoming basket raffle. This included posts that have been made to social media, contributions by members and local businesses to the baskets, estimated value of each basket and how close they were to completion.

Discussion was held regarding whether tickets should be sold by local businesses on the library's behalf. Bob Bergsten moved to allow businesses to sell a certain number of tickets and give the funds and tickets to the library once sold. Motion was seconded and unanimously approved. Decision was made by general consensus for ticket prices to be \$5 each, and raffle dates to be expanded from May 15 - June 15. Baskets to be displayed

at the library on the bookshelf between YA and children's sections. The need for a flyer advertising the raffle was established; Julia Silvest to create it and pass it to Katie Proffitt for distribution.

Tamara Lankford suggested adding a flyer explaining the Giving Tree fundraiser to library patrons to address any questions they may have; also stated she will be updating the tree next week with flower ornaments. Julia Silvest to collaborate with her on creating a flyer for the tree.

Katie Lawson requested \$100 from the Friends to sponsor the Summer Reading Ice Cream social in late July. Katie Proffitt moved to donate a \$50 Visa gift card from the Friends and attempt to fundraise the other \$50 from local businesses. Decided by majority vote to proceed with this plan, and if we are unable to solicit donations for the other \$50 by June's meeting, to provide the library with the funds from Friends' account.

Meeting was then opened for old business. Tamara Lankford raised the topic of Penny Wars, which was tabled this winter following discussion regarding safety. Majority vote decided to proceed with Penny Wars, which will be coordinated by Tamara and her family. Julia Silvest to make flyers for the circulation desk explaining Penny Wars, announcing winners, and illustrating the current contenders. Sam Sweigart to provide photo paper for dry-erase labels.

Bob Bergsten and Tamara Lankford suggested revisiting ordering Demco bags to sell at the circulation desk for \$1. Prices were researched online and presented. Moved to order 100 bags to be sold for \$1 each; if they are not selling well by next meeting, decision was made to consider reducing the price to 50 cents. Katie Proffitt moved to select I <3 Books for the design; motion was seconded and approved.

Meeting was adjourned at 1949. Next meeting to be held June 6, 2019 at 1830 (6:30 PM).

Friends Members were tasked with the following business items to be completed prior to the next meeting:

1. Completing the raffle baskets (Tamara, Mindy, Katie Proffitt)
2. Updating the Giving Tree (Tamara)
3. Setting up Penny Wars at the Circulation Desk (Tamara, Corwin)
4. Finalized Logo (Katie Lawson, OCPL Marketing)
5. Flyers for Giving Tree, Penny Wars, and Basket Raffle (Julia)
6. Raising \$50 for ice cream social (Katie Proffitt)

Issues to be voted on at next meeting:

1. Finalized logo
2. Price of Demco bags as needed
3. Any other issues that may arise