

Friends of the Roseville Public Library
Quarterly Meeting Agenda
February 8, 2023
Erin Auditorium - PROPOSED

I. **CALL TO ORDER AND ROLL CALL ATTENDANCE:** 7:01 pm Marie Cooper, Pat Eick, Jackie Schultz, Mary Gerstenberger, Jacalynn Harvey, Teresa Dearhamer, and Debra Closurdo.

II. **APPROVAL OF MINUTES from the November 9, 2022 meeting.**
Make a motion to approve Meeting Minutes of November 9, 2022 as corrected. Motion (to accept) Mary; Supported Pat; All in Favor all; Opposed None; Motion Carried

III. REPORTS

A. Treasurer:

Received some deposits. Amazon Smile to be discontinued at the end of the month. Should be getting a final payment from there soon. Pat was unable to locate the checkbook and wrote some checks from her personal account – needs to be reimbursed. Marie submitted a receipt for materials for the book sale. Discussion of procedure for reimbursement – check to be written at the end of this meeting or at next meeting.

Make a motion to accept the Treasurer's Report. Motion (to accept) Jackie; Supported Mary; All in Favor all; Opposed None; Motion Carried

B. Membership:

Rose was absent but conveyed numbers to Marie for report. 55 current members, 65 complimentary. After sending out notices to renew, some didn't respond and were removed.

Make a motion to accept the Membership Report. Motion (to accept) Marie; Supported Mary; All in Favor All; Opposed None; Motion Carried

C. Book Sale:

Teresa and Marie co-chair the book sale committee. Have met with a number of volunteers: Mary, Rose, Debbie. Put together books from basement and have them in the room.

Make a motion to accept the Membership Report. Motion (to accept) Mary; Supported Pat; All in Favor All; Opposed None; Motion Carried

IV. DIRECTOR'S REPORT

Jackie reports more people are using the library services since COVID. Library is finishing up the strategic plan process and preparing to publish. Started new programs. Updating promotion methods. Already seeing a return on the investment into sending out a printed newsletter – when staff inquire how people came to the library, they're saying it's due to the

newsletter. Should be getting materials for updating from the City; waiting for change of leadership in the City. Veering more toward being a library/community center given the way the library is being used by the public currently. Still struggling with staffing. Looking at doing a coffeehouse for a night with a local coffee roaster. Have organized an event at the same time/day each month geared toward adults. First 6 days of February – sold \$260 of materials. More donations are needed.

V. UNFINISHED BUSINESS

Book Tasting fundraiser – the event is scheduled in a couple of days, so we will have to discuss at the next meeting how it goes.

VI. NEW BUSINESS

A. Friends Used Book Sale Room

- a. Mary suggested doing a Grand Opening with some kind of special event. Need to identify a time and some way to make it festive. Perhaps some way to promote becoming a Friends member by offering a free book with purchase or something? Someone would need to volunteer to coordinate the Grand Opening. Discussed doing some kind of dedication by installing a plaque to former Friends members Carol and Pat. Need some supplies like crepe paper. Food not needed. Planning something like an hour in length for the opening, dedication, sign unveiling. Jackie has some information on the history of the Friends that can be shared. Wednesday, March 8 at a time to be determined. Friends members can get a free book at the Grand Opening – could do a stamp to mark if they've gotten a free book. There is space for free books too.
- b. Sign – Banners in the past have taken about a week. FedEx/Kinko's can help with design and give a discount. One of the banners cost \$150 but is quite large. Name suggestions – seems like Friends Used Book Sale is the best name. Have the logo with a white background. Jackie volunteered to have sign made. Check with Hilary Cloakley for discount. Otherwise we can check with Sign Shop and compare prices.
- c. Committee – need a group of people who will take a day once a month to go through books which have been donated, sticker, shelve, straighten up books on shelves. Debbie volunteers to take the first week, Teresa will take the third week, Marie will take the fourth week, Mary will take the second week. Discussed setting a day of the week to ensure even coverage. Wednesday or Thursday sounded good to the people here. Diane Hale called and expressed interest in helping with the sale; Teresa has called her without response. Fifth week – it's okay to skip a week. Pat suggested creating a list of instructions. Discussed staff question regarding marking books to ensure they're priced appropriately.

B. Basement – Cleaning and clearing out. What can the library employees clean and clear in the Friends area of the basement? The employees' plan is to clean out the rest of the basement soon in preparation for some reorganization.

- a. No one has any objections or reservations about anything being disposed of.

C. Donation requests

- a. Requested money for books for each child in Roseville schools. Prices have gone up but staff was able to get a good deal on books. Students are coming in March so books have already been ordered. 2,200+ students K-5 in Roseville schools. K-3 cost \$2,268. Jackie has requested reimbursement of this amount. Motion to approve the donation: Jackie, Seconded by Mary. All in agreement. None opposed. Motion Carried.
- b. The library staff would like to request a donation from the Friends for a Cricut machine, equipment, cart and storage unit for “maker space” programs. This is to update a machine that has been well loved by library staff and patrons. Discussed paying for membership in the access program to get an additional 10% discount on everything. Library will request reimbursement from the library. Amount not to exceed \$2760. Motion to approve the request: Mary, Seconded by Pat. All in agreement. None opposed. Motion Carried.

D. How to increase membership – Mary raised the idea of having more regular programing or something to increase interest. Pat said we’ve done things over the years which haven’t seemed to make much difference. Discussed having paid events that Friends members could get in for free, but the library really doesn’t offer anything like that. Talked about increased visibility of Friends at events and in the community. The library is struggling with getting volunteers for anything lately.

VII. NEXT MEETING

May 10, 2023, 7pm

VIII. ADJOURNMENT:

Motion to adjourn the meeting at 8:25pm. Motion (to accept) Mary; Supported Pat; All in Favor All; Opposed None; Motion Carried