

Friends of the Roseville Public Library

Board Meeting Minutes

Annual Meeting

June 14, 2021

Remote meeting via ZOOM

1.) Meeting facilitator: Matt Bridge, president

The meeting was called to order at 5:01

2.) Attending: Matt Bridge, Melisa Roden, Marsha Lucas, Norah Leddy, Rachel Prouse, Joan Goff, Sandra Buckner, Anne Thomasmeyer, Suzanne Sheets, Jessica Turner, Sherrie Linville-Young, Alyssa Mulcahy

3.) May volunteer hours: 77.5 hours

4.) Approval of minutes from 2020 Special All-Member Meeting

A. Unanimous vote in favor made online (9 in favor, 5 abstain)

5.) Presentation by Board of Directors on status of Friends of the Library

A. thank you to Board of Directors

B. Accomplishments

a. Instagram up 37%

b. Re-launch teen committee including co-chairs and board member liaisons

c. Launched teen FOL account (136 followers)

d. Bookstores re-opened and held successful donation drive events

e. Applied for and received \$5,000 COVID relief grant from PCF

f. Launched Virtual Trivia Nights

g. Record breaking Spring Book Sale

h. See attachments for more details on accomplishments

i. Sponsoring: 3GI, Kanopy, brainfuse, NewsBank

C. Challenges

a. Growing member / donor network

b. Recovery from COVID-19

c. Board and committee recruitment

d. Building corporate relationships

6.) Presentation by Roseville Public Library on the Roseville Public Library: Rachael Prouse

A. Total Circulation 8444,369

B. Reference questions 19101

C. New library cards 3714

D. Computer sessions 7503

E. Database usages 17105

F. 3rd Grade Initiative: 3rd grade is critical for literacy and lifelong learning

a. Eureka, Roseville, Dry Creek districts

- b. 19 schools participated
 - c. Over 1700 special cards delivered to schools
 - d. Coordinated with materials pickup day
 - e. This year gave out about 200 cards, this doesn't include any other family members who also got a card when the 3rd grader signed up
- G. Storytimes
 - a. 2021 changes: registration required, held outdoors, masks / distancing required
 - b. 68 sessions
 - c. 1,290 attendees
- H. Summer Reading Challenge 2020
 - a. 948 Readers,
 - b. 13,472 books logged
 - c. 2648 activities completed
 - d. 5160 badges earned
 - e. 508 people logged 5 books
- I. Spring Reading Challenge via Beanstalk
 - A. 832 readers
 - B. 440,193 minutes of reading logged
 - C. 297 people logged at least 5 hours of reading
- J. Summer Reading Challenge is on right now!
 - a. Lots of prizes
 - b. Good participation so far
- K. Other accomplishments
 - a. 10,056 items added to catalog
 - b. Sidewalk Pickup Service
 - c. Online readers advisory
 - d. Created a way for people to get a library card online
 - e. Checked in every single item from the past year
 - f. Increased hours and services

Financials 2020-2021 (See attached for more details)

- A. Income
 - a. Total budget income: 62,900.
 - b. FYTD Total: 31,881.
 - c. FY Projection: 50,600
- B. Expenses
 - a. Total Mission budget expenses: 48,000
 - b. FYTD Total: 13,072
 - c. FY Projection: 47,500
- C. Admin expenses
 - a. Budget: 12,000
 - b. FYTD: 2,980
 - c. FY Projection: 6,900
- D. Net Surplus

- a. Budgeted 2900 surplus, but came in at 3800 loss
- b. Hoping Tequila Mockingbird will help close the gap and break even
- E. Historical Financials
- F. Endowment
 - a. 70,203 balance
 - b. Available funds 9,258
 - c. We pulled about 8,000 out this year
 - d.

State of the Organization

- A. 85K in reserve account
- B. 30k in bank accounts
- C. 60k in PCF endowment
- D. Operations, development income is recovering
- E. Build back up volunteers and document processes
- F. Need to expand and diversify our board

Goals

Organization

- A. Fills open gourd positions
- B. Develo orientation training
- C. Establish sub-committees

Development & Operations

- A. Donation drives and donor outreach
- B. New small to midsize fundraising events
- C. Explore new virtual fundraising options

Thank you to our VOLUNTEERS!

- A. 1500 hours YTD
- B. Volunteer Needs
 - a. Social media
 - b. Corporate membership
 - c. Grant writing
 - d. Assistant treasurer
 - e. Donor stewardship

7.) Election of Officers for 2021-2022

- A. President - Melisa Roden
- B. Vice President - Norah Leddy
- C. Secretary - Jessica Turner
- D. Treasurer - Marsha Lucas
- E. Votes were cast via email
- F. Unanimous votes in favor of the new board

8.) Tequila Mockingbird fundraiser

- A. September 25 5-8

- B. Patio at martha riley library
- C. Looking for volunteers
- D. Fundraiser for summer reading challenge

9.) Thank you to our corporate sponsors

- A platinum
- B gold

10) Open discussion

- A. Alyssa Mulcahy glad that donation bins are back. Can we put out word on social media to not bring in too much at once. Limited volunteer staff at this time.
- B. Alyssa wanted clarification on masks, even if vaccinated. Rachael confirmed that all city facilities are still mask mandated.
- C. Matt shared that a message was sent out on social media for small donations at this time. Large donations are welcome via email.
- D. Sandra had a question about if Melisa will sign membership letters. It's already been taken care of. Melisa already sent in signature, new templates are ready.
- E. Suzanne had a question about donations. Matt clarified that we are looking for new channels for financial donations. So if something else like COVID happens, we will have more diverse income options. Suzanne shared that she hopes we continue the drop off donation days.
- F. Melisa shared she might have an assistant treasurer. Clarified that grant writer does not need to be a board member.

8.) Adjourn

- A. Marsha made a motion to adjourn
- B. Joan seconded
- C. Motion passed with unanimous voice vote