

FRIENDS OF THE LIBRARIES, KONA

F.O.L.K. BOARD MEETING MINUTES - December 20, 2016

The meeting was called to order at 9:05 by President Pamela Wang. Attending were Marty Richardson, Denise Stromberg, Bev Stehley, Suzanne Dmytrenko, Arne Werchick, Barbara Isley, Joyce Kimball, Ken Guerra, Teri Labrousse and Debra Dolsberry invited to consider joining the FOLK Board to replace Teri who is dropping off. All Board members present having read the draft minutes by e-mail, reading of the minutes was waived and minutes of the November 15, 2016, Board meeting were approved. MSA

Barbara Isley supplemented her e-mailed report by noting that the \$1000 contribution had been donated towards the scholarship fund; \$700 was matching funds from FLH (Friends of the Library Hawaii) for the Seed Library. Face Book expenses were \$21.49. Current assets are \$48,169.65 as of end of November. An ad hoc assets committee made up of Joyce Kimball, Debra Dolsberry, President Wang will meet after the inauguration to review investments. MSA

Suzanne Dmytrenko reported that the recent craft program presented by Debra Dolsberry was very successful. Solomon Choo December 10 program again demonstrated how popular musical programs are. Talk Story program is next on the schedule. She reports seeing an NBC News report about a New York retired librarian taking books to homeless shelters for children. FOLK does receive donations of children's books, many of which get discarded and are taken by the Haulers (capitalized because the name of the haulers is Mr and Mrs Hauler). Discussion of possible outreach ideas for local application. FOLK in the past has contributed books to jails but had to transport books to Hilo. Jen and Denise have both done volunteer work at *Meet 'N Eat* which is transitioning more towards families. We may be able to hold back children's books in the pit. Ken doesn't think the Haulers deal with children's books particularly and the current pit crew doesn't deal separately with them. FOLK needs a crew member knowledgeable about children's books to sort those which can be sold versus suitable for donation. With the teachers discount program, a lot of children's books are going to classrooms. Marty Richardson comments on how at end of lanai book sales it seems all books get put collectively back into unsorted boxes, undoing all the effort to sort. Ken Guerra notes that when boxes are returned to the pit they do get re-sorted and purged. Wednesday and Thursday are pit crew days. Suzanne working with Marty and Debra will look into possible market for distribution of children's books and Ken will work on sorting; Ken will find out what the Haulers are doing with children's books. FOLK is a member of "Book Sale Finders" which shows all libraries in the state by county and when they have their book sales which serves possible re-seller; Book Sale Finders notes if books are culled or allow [F.O.L.K. Board Meeting Minutes](#)

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pre-sale selection of books.

Denise Stromberg reports on the Community Seed Library. On November 19 Kealakekua Library hosted a CSL program with 17 attendees; Bev Stehley did introductions and presented information about FOLK, collecting \$17 in the calabash. Natalie Guerin has been expanding the CSL volunteer pool. Diana Duff has been added to volunteer board; Inna will work with presenters. Next program is January 28 at 10:00 a.m. on "Little Fire Ants"; Bev volunteers once again to introduce the program and handle the calabash.

Denise reports Kipapa's summary from Team Readers in Kona (TRIK): FOLK has purchased books but Kipapa says not enough interest has been generated to justify continuing. The program will end with its December meeting and left-over books will be donated to Robb Dahlke, scholarship recipient who works at Kealakehe High School.

Bev Stehley reports on Books for Babies: she has not heard from the hospital if they're running out of books yet. Judy Donovan is her KCH contact and knows to contact Bev when they need new shipment which will cost \$500 for three month supply. Re the book club, only two people signed up to lead discussions. She is not getting much feed back re book selection, meetings; needs ideas how to increase participation. The book club will abandon serving food during meetings if no one signs up to bring food. Notwithstanding all this, she is getting good turnouts with 10-20 at each session.

Joyce Kimball reports on FOLK publicity. She is working on the annual news letter, and everyone has submitted materials. Pamela Wang reports on using "smile.amazon.com" which contributes 0.5% of qualified purchases for contributions to the charity designated by the Prime shopper; Joyce has printed suggestions for people to make FOLK their designated charity. She will work on simplifying the instructions to be distributed. Joyce and your humble secretary will work on revising the F.O.L.K. website after the first of the year to try to simplify and modernize it. Suzanne comments that MFOL.org (Maui friends) is an excellent web site with a cleaner interface and uses WordPress (host) and cyberchimp to edit the website.

Ken Guerra reported the last book sale netted \$1264, first time over \$1000 in three months. During the period August - December he had good volunteer turnout for the early part of book sales but by the afternoon, when needed for breaking down, he had maybe four people; very taxing to do all that work with so few. Average of about 40 volunteers per sale, a combination of students and adults, broken into four

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shifts from 7:30a.m. to 2:30 pm. Considering expenses as percentage of sales, income has actually dropped average of \$2000 each year. Expenses roughly stay the same (ads, gift cards). 2013 overall sales gross was approximately \$25,000; minus expenses it came to roughly \$22,000 or about a 10% expense ratio; 2016 total earnings of \$20,000 but expenses stayed the same, meaning roughly a 16% expense ratio. This may have to be taken into account in setting policy for future thinking about lanai book sales. Debra Dolsberry notes she was unaware that F.O.L.K. pays for the gift cards given to the volunteers and thinks volunteers believe they are donated by the merchants; she feels most adult volunteers would decline the small value gift cards if they knew. Pursuant to discussion at the November Board meeting, F.O.L.K. will discontinue monthly newspaper advertising for book sales after January, then only an ad in August for the coming year. There is still a need to contact resorts to see if will promote availability of books in lobby and monthly sales. January 14th is first book sale next year; June, July and October are discontinued, so doing nine sales next year. Lobby sales this year produced more than lanai sales for the first time in six years since Ken has been in charge of sales and monitoring the results. There is a continuing need to work on the problem of student volunteers who are showing up in smaller numbers. Lastly, Ken takes books to Kealakekua once a month. He had to change delivery dates because the pit crew changed their schedule and someone has to cull books for delivery.

President Wang reports that the Kealakekua librarian, Shelley Brown has observed that their branch circulation is actually increasing while most libraries are declining.

Marty Richardson reports that membership up again with five new members plus five renewals.

Denise Stromberg reports that Jennifer Losalio requests \$85 for new plastic caddies for toddler board books. MSA. Jen also requests \$80 funds to purchase board games for supervised board game program uses the library's Wii equipment. MSA. Lastly she would like to place a DEMCO order for labels, supplies, etc \$235.53. MSA.

President Pamela notes that in past F.O.L.K. gave \$25 Target gift cards to the pit crew, for a total of \$200. MSA. F.O.L.K. has received a \$3000 donation from the Raymond and Ellen Crane Foundation but the check was not made out properly so has been returned with assurances it will be replaced.

Barbara Isley reports that Jeffery and Mary Nelson donate \$6000 per year which goes to acquire Amazon gift cards used for the library to buy new acquisitions. Regarding F.O.L.K. Standing Rules for 2017, Barbara observes they are to stay the

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same: membership dues stay the same; \$100 patron gets a tote bag. It was pointed out that the on-line Paypal form still shows a \$50 membership level with a complimentary bookplate but this is no longer on new membership forms. Allocation of \$1200 to each branch for discretionary funds stays the same. Email authority to approve expenditures up to \$500 between Board meetings remains in place. Only \$600 of \$1200 appropriated for programs last year for Kona was used. \$600 appropriated for Kealahou. \$900 was budgeted for book club but it is not known how much was actually spent since many of the book club books were bought with credit card "points." Barbara observes that the November minutes incorrectly reported that two \$1000 scholarships had been awarded; this is corrected to be two at \$2000 each. Budgeting remains \$4000 for scholarships, of which a directed donation of \$1000 towards scholarships has been received, with the net cost to F.O.L.K.'s being \$3000.

Your humble secretary reports that the NJABCTCS ("Not-Just-a-Book-Club Travel Conversation Society") had a small but very energized soft roll-out December 10. Nine people including Suzanne Dmytrenko and myself for the Board, and Denise for the library were present. We are still discussing format and organization and looking forward to an official "grand opening" January 21 from 10a.m. to noon. A separate e-mail address has been created -- FOLKTravelClub@Werchick.com -- which will be used to create a club mailing list and distribution channel for travel inquiries and sharing of ideas..

Debra Dolsberry is approved for addition to the F.O.L.K Board. MSA

The F.O.L.K. Annual Meeting is January 24th. This meeting adjourned at 10:55 a.m. Next meeting is January 24, 2017, 9:00 a.m. for one hour, preceding the annual meeting at 10:00 a.m. and book club at 11:00 a.m.

Respectfully submitted
ARNE (cough cough) WERCHICK
Secretary