

## **FRIENDS OF THE LIBRARIES, KONA**

### **F.O.L.K. BOARD MEETING MINUTES - July 18, 2017**

The meeting was called to order at 9:02 by President Pamela Wang. Attending were Board members Suzanne Dmytrenko, Shirley David, Barbara Isley, Bev Stehley, Mardee Richardson, Ken Guerra, and Arne Werchick. Librarians Jenn Losalio sitting in for Denise Stromberg, and Stacy Jeffrey LA3, sitting in for Shelly Brown, also attended. Stacy's mother Linda Jeffrey, a volunteer and officer of West Hawaii Mediation Center, also attended as guest of President Wang.

The minutes of the June 20, 2017, meeting were presented. Mardee Richardson asked about financial report items which weren't explained. A \$300 charge signified three presenters who all cashed honorarium checks within the reporting period; a \$100 entry was expense for one of the library programs. Minutes approved. MSA

Barbara Isley gives the treasurer report. Assets at the end of February are \$57,271.89. F.O.L.K. still owes \$2000 to the library from the Nelson donation for Denise Stromberg to apply to library purchases; only \$1000 of the March donation has been used to date. Barbara will adjust the monthly figures as needed when additional information is received. Shirley David observes we have a negative balance for the month, showing the importance of the lanai book sales for positive income since no monthly book sale was held in June. The Ameritrade account stands at \$36,413.83. Treasurer's report accepted. MSA

Suzanne Dmytrenko reports on programs. Trying to contact Boyd Bond, local historian, for authorization to videotape September 12 5:30-6:30 program. Na Leo local access tv station is available that date to tape the presentation; Suzanne will handle the paperwork necessary to clear with State Librarian. Either Jenn or Kipapa will be serving on temporary assignment for Denise and can give local approval.

Jenn Losalio reports Diana Duff CSL presentation on alternatives to herbicides is set for July 29 from 10-11 a.m.

Bev Stehley reports on the book club. Today the book is Madame Secretary by Madeline Albright; next month Honor Killing by David Stannard. The Community Hospital continues to be very appreciative of the Books for Babies (B4B) program. Bev plans to order materials for the next three months rather than wait for a request. Discussion re adding a coupon for a free book sale book to the back of the giveaway B4B bookmark see if that will give us an idea of how many recipients return to the

library. Bev will create a prototype for stickers to be used. Bev applied for a grant for B4B to Bank of Hawaii for one year funding.

Ken Guerra reports Ways and Means. Mardee Richardson, Suzanne Dmytrenko, Bev Stehley, President Wang and Ken met twice to discuss upcoming book sales, Ken's upcoming medical absence, and how to make book sales more manageable. Ken has prepared a report of his Ways and Means responsibilities. Discussion of Ken's primary responsibilities: smooth operation of book sales and recruitment of volunteers were the main themes. Pamela met with Marie Kober (on behalf of the pit crew) and obtained agreement to significant improvements. Volunteer recruitment needs advertising, tapping resources for adult volunteers for pit crew; also need better management of student volunteers who work book sale days. Students are usually available for opening; the challenge has been getting students to be available for closing, the 1-3 p.m. slot. For August sale F.O.L.K. will be running a West Hawaii Today newspaper ad (previously approved by the Board) so will include a solicitation for volunteers as well. The subcommittee which met also discussed posting fliers around the community soliciting volunteers. Responses will go through email to Joyce Kimball who will forward to Ken. Ken needs to train people how to handle book sale accounts, email notifications/requests for volunteers for November and December, possibly January as well. (There is no book sale in October.) Ken requests greater participation by Board members at sales to learn the system, starting with the August book sale. August 19<sup>th</sup> (Saturday) starting at 7 a.m. for setup is the next book sale day. (Note that the library will be closed Statehood Day, Friday, August 18<sup>th</sup>.) Bev and Suzanne will attend. Tireless volunteer Eleanor Pearson will not be at August sale but will be at the September sale. Eleanor has obtained more gift certificates from KTA and Costco for use as rewards for adult volunteers. We have total of ten \$25 Target cards to use for student volunteer awards. Mardee suggests that in future we consider using gift cards as rewards for student volunteers and phase out adult volunteer awards except for selected services, perhaps adult awards at the annual meeting for "*volunteers of the year*". For adults there currently is a total of eight awards available for the year. The newspaper ad will specifically mention the need for volunteers at book sale closing. Generally the ads always mention the need for other volunteers.

Shirley David suggested that book sale adult volunteer gift certificate awards be presented at the annual meeting for the entire year. This would only be for sale volunteers since the pit crew is recognized separately at Christmas. The pit crew works Wednesday and Thursday mornings, and President Wang requests that Board members attend and observe this week; Marie has been alerted to expect Board members to visit. After reviewing book sale policies, it has been determined that hardback fiction consumes a very large amount of time and energy to move out to the lanai and back after each sale so it has been decided that hardback fiction will be discarded, except as selected for inclusion in lobby sales. In discarding extraneous books the Pit Crew needs to keep the special storage boxes used for sorting and moving books. In the future the goal for lanai sales is eliminating boxes of books on

the floor under the tables used for the sales. Efforts will be made to find new ways to store donated books to simplify moving out and back for lanai sales. Children's, paperbacks, trades and Hawaii continue to be the most important sellers for lanai sales and will always be accepted.

Mardee Richardson reports on membership. Currently as of June we have 397 members on the roster, 287 in good standing. It was found that five lifetime members are deceased. A mailer has been sent to the balance of life members re the possibility of additional service or contributions to F.O.L.K., three of which were returned as undeliverable and one person asked to be removed from the mailing list. A total of \$360 in additional donations has been received from this mailing. Two new members joined F.O.L.K. in June, probably lower than usual because of the absence of a June lanai book sale. Mardee requests that Board members review the e-mailed membership roster to report back to her which members are already known to volunteer for F.O.L.K. activities so she won't solicit them again to participate. A new book sale banner is needed and will cost \$105. MSA. Mardee has created a poster board showing where F.O.L.K. money is spent; it can be laminated using the equipment purchased by F.O.L.K. for the library, and it was received enthusiastically by the Board. President Wang suggests a photo of the poster board be included in the newsletter.

President Wang noted that the resignation of Deb Dolsberry (who has moved to the mainland) created a vacancy on the Board and notes that Ken Guerra has previously expressed a desire to have a Ways and Means co-chair on the Board. Input is requested from the Board to help define the position and also regarding possible candidates.

Stacy Jeffrey reports that Shelly Brown has compiled and sent the receipts for the Summer Reading Program (SRP) at Kealahou. One performance was attended by 56 guests. Movie nights are set for the third Wednesday of each month geared toward younger audiences; "Moana" was the first movie, attended by about thirty people. The usual movie crowd is about ten. Kealahou library needs \$50 for annual maintenance for the gas blower. MSA Kealahou will accept discarded hardback fiction from Kona library for lobby sales. Generally positive feedback is reported for the new library hours with only some complaints regarding Saturday closing.

Jenn Losalio reports that the Kona SRP is very popular this year. As of July 7 there are 625 active readers, including 411 children and 50 teens. Jenn has two requests for requisitions for the children's reading room, the first for \$300 to fund programs and materials for August, September and October. MSA. They would also like to create a reading nook in the children's room and are talking with Mele Murals to work on a project for a culturally rooted wall mural. Supplies for creating such a mural can be collected from other projects, and it is hoped the work would be done August 11 and 12. A budget not to exceed \$800, to include appropriate furnishings for the

area, is proposed. MSA

Meeting adjourned 11:02 a.m. Next meeting August 15 at 9:00 a.m.

Respectfully submitted  
ARNE WERCHICK  
Secretary