

FRIENDS OF THE LIBRARIES, KONA

F.O.L.K. BOARD MEETING MINUTES - December 19, 2017

The meeting was called to order at 9:04 by President Pamela Wang. Attending were Board members Shirley David, Ken Guerra, Joyce Kimball, Mardee Richardson, Bev Stehley, Lyn Waterhouse, and Arne Werchick; CSL chair Diana Duff; librarians Denise Stromberg and Stacy Jeffrey (LA3) for Kealahou branch; and prospective Board member Fred Hornbruch III.

The minutes of the November 21, 2017, meeting were approved. MSA In future, written reports which are approved at Board meetings will also become part of the minutes.

Barbara Isley submitted a written annual treasurer report through the first week in December. It omits December lobby sales which will be known at end of the month. MSA for presentation at annual meeting, subject to adding results to end of December. Ken Guerra and Diana Duff inquired about CSL amounts, to be confirmed by Barbara; President Pamela will contact her and will also ask in February if there is a separate November monthly report. The last lanai book sale generated income of \$1,437.30. Treasurer report approved. MSA

Shirley David reports re Facebook, boosted the December 12th event Te 'E' a O Te Turama, Polynesian cultural education and entertainment group. The event was a huge success (71 attended; an amazing \$91 in the calabash) and produced a front page photo in West Hawaii Today the next day. We are still seeking potential donees for children's books such as schools; several have expressed interest. We will continue to contribute through schools and also possibly to transitional living and low cost housing facilities. Scholarship information is prepared to upload to website.

Lyn Waterhouse has five agreed programs but dates are still all open. Subjects include rat lung worm, corals, bringing back Hawaiian crows, marine life and Keck astronomers.

An new Board policy was adopted by consensus that each month a Board member who supervised a program should write a short descriptive \summary for inclusion in the newsletter and to create a separate monthly programs report to Joyce Kimball for publicity purposes and programs chair for promotion.

Bev Stehley reports the book club today discusses *The Magic Strings of Frankie Pesto* by Mitch Albom. For January local author Alexander Rosenstein will attend to discuss his book *Double-Edged Sword*. She may have another local author in March discussing *Botticelli's Muse*; the author will provide two copies. Schedule for next year has been finalized and will be distributed. Books for Babies seem to be in adequate supply; we did switch (thanks to Mardee Richardson) to a less expensive supplier.

Joyce Kimball reports re publicity process. She routinely includes PSA notices to three radio stations, local websites, newspapers on both sides of the island. The annual Orchid is being prepared.

Ken Guerra reports on Ways & Means (assisted by Mardee). Book sale over \$1437.30 with probably the least amount of inventory for the year. New signage was prepared by Mardee. Many positive comments by attendees about improvements in the organization in display. There are no longer \books under tables; the presentation of books is now much more effective. There was a good volunteer turnout, both students and adults. Closing down post-sale took about half-hour; it usually takes 1 1/2 hours. Ken is working on figures for the year to be presented at the January 9th Board meeting; he is awaiting details of lobby sales for December. There were about \$22,000 in overall sales for both libraries for 2017, about \$1000 higher than last year with one less sale than last year. Mardee estimates we sold 45-50 boxes of books, and only brought back 73 boxes after the sale; using hand trucks made it much easier. The Board then discussed disposition of gift cards, all due to Eleanor Pearson's incredible efforts. Ken has a list of all adult volunteers who worked book sales and a separate list of students who worked throughout the year. We will recognize student volunteers in May. Ken will distribute adult awards based on number of hours.

Mardee Richardson reports on membership. We have 370 on our membership list, of those 281 current in good standing. Six of 15 responded to renewal post cards last month. Last year in total we got 84 new members and 109 renewals; we averaged 282 in good standing all year. Mardee deletes names from the membership list after non-response for one year. In answer to a question, "seniors" are 55 and over. The Standing Rules regarding dues need to conform to the schedule adopted and printed on the membership fliers: Sustaining \$100, Patron \$500. It was noted that "Big Friends" (Friends of the Library, Hawaii) has a lifetime membership level for \$800, but discussion of adding this was deferred.

Assistant Librarian Kipapa Kahelahela, with participation of chair Diana Duff, presents an annual report for the Community Seed Library and discussion of the budget for CSL for next year. CSL hosted several programs in 2017, with average attendance about 32 people, and usually raised about \$30 per program. There are 105 current registered members. "Seed Sisters" (volunteers) maintain the seed catalog. Next year CSL would like to have quarterly member meetings and will ask if members will grow a plant from the library to maturity and donate the seeds back to CSL. CSL also will ask people who take seeds to donate or give some seeds back; now users most often just take seeds. On January 6 there will be a program on grafting. Two other potential future programs are in preparation. Office and seed storage supplies are needed, and \$125 is requested for office supplies. Backup funding or \$100 for seed purchases is also requested; last year CLS raised about \$300 from user donation to fund most seed purchases. Diana's preference is to have members learn how to save seeds, which would reduce the need to purchase seeds. She is planning to try to train "experts" in saving seeds for particular fruits or vegetables with the goal being to be a community exchange, not a substitute "seed store". She requests renewal of the \$1200 monthly programs budget, including a 3rd anniversary event in October.

Total requested appropriation is \$1425. It is confirmed that cash funds collected by CSL for seeds can roll over to 2018 if not spent this year. About 150 different species are represented in seed catalog, consisting of herbs, vegetables, fruit, trees and shrubs, and local natives.

The Standing Rules approved as corrected and updated for 2018 to reflect the aforesaid dues structure, CSL appropriation of \$1425 and backup seed funds of \$100 if needed, \$1200 for Kailua Kona programs, and increasing the funds available for Kealakekua Branch to \$1200. MSA

Stacy Jeffrey reports re the Kealakekua branch with no requests for funds. She is in the process of soliciting a quote for a new book shelf behind the main desk. Within next few months the branch may need help with book acquisitions. They are looking into a new circulation desk for the branch as well. They did acquire a new vacuum cleaner.

Head Librarian Denise Stromberg displays for the Board a bag full of thank you letters from children who used the Friendly Bus. The Winter Reading Challenge is an upcoming event just for month of January. Prizes are from the statewide challenge. Denise demonstrates the new format for the printed monthly calendar. Children's librarian Jenn Losalio has submitted a request for funds for the first quarter not to exceed \$300. MSA

Kipapa describes the young adult program breakout challenge for January 13, a StarWars themed kit used in educational settings where participants have to figure out clues to unlock; the challenge is limited to 12 middle school participants. Kipapa would like to have \$60 in Jamba Juice gift cards as prizes and will use those we have in hand and an additional \$20 in purchases. MSA

The next Board meeting is January 9, 2018, at 9:00 a.m. The annual membership meeting is Tuesday, January 23rd at 10:00 a.m.; the Secretary notes that he will be absent.

Fred Hornbruch III will be inducted officially as a Board member at the annual meeting. President Want suggests the Board needs help mostly with volunteer coordination and book sales.

Denise Stromberg reports for Suzanne Dmytrenko regarding upcoming programs: December 26 classical guitar; January 6th 3:00-4:30 Ohrlando chamber music; January 9th Aloha Kuamo'o 'Aina Talk Story; we are awaiting Na Leo Board approval to videotape. "Tech and Talk" on the subject of cloud storage on Tuesday 5:30 Jan 23rd, Sat Jan 27th 2:30.

Ken reports on the binder for recording volunteers names and all hours contributed, as well as sign up sheets. Required to report volunteer services yearly. The binder is always in the F.O.L.K. inbox area.

Meeting adjourned 11:24 a.m.

Respectfully submitted
ARNE WERCHICK
Secretary