

## MINUTES F.O.L.K. BOARD MEETING JUNE 20, 2017

The meeting was called to order at 9AM by President Wang. In attendance were Shirley David, Ken Guerra, Bev Stehley, Mardee Richardson, and Suzanne Dmytrenko. Kipapa sat in for Denise representing Kailua Kona and Shelly Brown came down from Kealakekua.

Gwen Acasio sent F.O.L.K. a card thanking us for the retirement gift and all of our friendship.

Minutes of the May Meeting had been circulated via email and were approved as sent. MSA. Shelly asked to be routinely added to the email list, whether she is able to come to the meeting or not.

Treasurer's Report: Barbara Isley, travelling in Sweden and Estonia and beyond, had sent out the P&L. The board discussed the additional \$300 and \$100 for CSL, and could not recall what it was for. It was suggested it might be to cover OCT, NOV and DEC programs. We will ask Barbara. Report approved, MSA. The board requests to know whether Barbara can add tags to odd expenditures to make it easier for us to grasp the P&L.

Deb Dolsberry has moved to the mainland and left the board. Pamela brought up that the position she held has been called "At Large/Outreach", but has never been clearly defined. She asked what kind of person/position do we need. Ken indicated he will be out for 6 months starting OCT 17 to recuperate from foot surgery. The need for an IT savvy person was recognized. Ken was asked to create a list of what HE does, and what part he might be able to continue doing from home and what parts will need to be delegated. We concurred that a snow bird is not an ideal board member. We also indicated that willingness to help other board members is critical. This topic was tabled until next meeting, but members were asked to visualize specifically what we need.

Pamela also asked the board whether when Mardee sends out information about new members offering to volunteer, are we all following up? Otherwise, when Mardee tells them they will soon be contacted and they are not, we are missing out on potential helpers. Mardee tries to send the names to the appropriate board member.

VP Shirley David discussed FaceBook expenditures of \$33. She has been having trouble posting low resolution pictures that accompany program information. Suzanne was asked to have presenters send images as jpeg and documents as word, so they can be readily corrected and manipulated. It was suggested Shirley also check with Joyce who often makes the flyers. Pamela reminded Shirley the board will expect a summary in SEPT to help decide whether to continue funding FB pushes.

Suzanne gave the date for Boyd Bond's presentation: Sept 12, 5:30 PM. She will seek permission from the head librarian to have the event videotaped by Naleo.

Regarding CSL, Kipapa reported events from March thru May. In March we had Marci Montgomery tell about Canoe Plants, with 22 attending. In April, Ed Fenzl talked about bees to 27 people. In May, Norman Benzona talked to 24 people about the rain forest. June's program presenter will be Diana Duff about expanding your garden. In July, Melanie Bondera will discuss alternatives to herbicides. The calabash yielded approximately \$20-\$25 per presentation. It appears more people take seeds than are

sharing seeds. The board indicated CSL may need to present again about methods for saving seeds. Pamela indicated quarterly reports are sufficient.

Book Club update by Bev: HSPLS has started a new policy whereby if a book exists on your island, you have to wait for that copy to become available. Books will not be sent interisland unless there is no copy available. This may prove very problematic for book clubs. Shelly indicated that a librarian can put in a special request for a copy available on another island. Book Clubs may have to work in concert with their local librarians to override this problem.

B4B: Books for Babies. Bev is applying for a grant from Monty Richards. Thursday, members are invited to Bev's to package more B4B to take to the hospital. It was suggested that we include a book mark or coupon redeemable for another children's book at one of our sales. This would be a way to see whether our B4B is creating new readers. Also, we do not currently have labels to put on the books to indicate they are being donated courtesy of F.O.L.K. Barbara will be contacted, but meanwhile Mardee will try to replicate them, and Bev will check with the printers. Bev was told to presume, based on past distribution, when more books will be needed and preorder them, since the hospital is telling us After the fact.

Ken reported on last month's book sale. Income was \$1119, the 5<sup>th</sup> consecutive month over \$1000. This is better than last year and despite have one fewer sale this year, we have lowered expenses. So we should come out ahead. Previously, at least \$300 was considered our cost of doing business. WE have stopped WHT ads, and stopped the \$5 gift cards. Ken reported that the top 6 student volunteers may pick up their \$25 gift cards from Elizabeth. (None has been picked up to date.) Eleanor got these donated by Target. Eleanor also got \$25 grocery gift cards from KTA for the top 4 adult volunteers. Ken will distribute them at the August sale. Ken indicated the "pit" was purged after the last sale, but inventory is already building up again.

Ken has ordered a new shelf/display unit for the Lobby Book Sale for \$850. Ken mentioned Denise would like to give out \$6 gift certificates from F.O.L.K. to people reading over 2000 minutes (33 hrs) redeemable at lanai book sales. The board concurred, but added they should be used before the end of 2017. Pamela reminded Kipapa when printing them to include something to prevent them from being copied. He suggested stamping them. There is no actual expense involved in these, as it is our own sale.

Mardee discussed Membership. We have 402 members of whom 285 are in good standing, and about 20% (50 people) are Life Time (LT) Members. Last month we had 11 new members, 6 from the book sale. One was associate level, so a book plate will be placed in a book selected by Denise when she returns from vacation in July. Mardee has been working on a letter to send to LT Members asking if they would like to participate in purchasing the new Lobby shelf, or perhaps help fund the B4B project, which is expected to cost \$1600 per year. Mardee moved we purchase a new Book Sale Sign to be hung above the entry. Pamela asked her to get a quote and present it at the July meeting. Mardee suggested a summer mini sale on the tiled area of the library and was told to discuss this first with Denise.

Shelly discussed the new increased hours at Kealakekua, with closure on Saturdays. One person (Pinky Girard) wrote a letter to the editor and complained to his/her representative and the mayor. HSPLS has

not encouraged Shelly to publish the new hours. F.O.L.K. will send new hours as a PSA to WHT. HSPLS has spoken to the representative and governor. Shelly has had a total of three complaints. In response to Suzanne's questions, Shelly said approximately 36% of patrons who took part in the one month long survey preferred keeping Saturday open. More than 50% preferred Monday through Friday with extended hours. Shelly said although we had approved funding for SRP, they had received numerous other donations for SRP. She asked how she can access funds if needed. Pamela has the checkbook in Barbara's absence.

Kipapa requested \$218.35 for Jenn Losalio to update the children's Hawaiiana collection. MSA

In closing, Pamela reminded board members to be thinking of the job description for the new board member and WHO do we know to invite. She also mentioned a PBS program showcasing a "Fix It Clinic" and asked if such a thing could be done locally. The big question is who do we know who CAN fix things.

Adjourned at 10:58

Lynn will be absent from the July Meeting.

Ken will be absent starting October 17<sup>th</sup>.

Minutes by BEV, typed by Pamela