

# FRIENDS OF THE LIBRARIES, KONA

## F.O.L.K. BOARD MEETING MINUTES - June 18, 2019

The meeting was called to order at 9:03 by President Pamela Wang. Treasurer Barbara Isley, Secretary Arne Werchick, and Board members Suzanne Dmytrenko, Ken Guerra, Fred Hornbruch III, Donna Monti, Mardee Richardson, and Lynn Waterhouse were present. Excused: Joyce Kimball, and Vice President Shirley David. Head librarians Denise Stromberg and Kealakekua librarian Judy Andrews were also present.

The minutes of the May 21<sup>st</sup> meeting were approved. MSA

Treasurer Barbara Isley reports that as of the end of May our assets total \$31,062. The Ameritrade account stands at \$25,814 this morning. Her report is attached. We spent \$900 on Books for Babies at the end of April, billed on the May Visa statement. We spent \$470 on Kealakekua crafts programs, some of those items to be reused. We have \$16,000 obligations committed, not spent yet, and cash on hand of approximately \$9000. Treasurer report accepted. MSA

Suzanne Dmytrenko reports on programs, report attached.

Lynn Waterhouse reports two pending science programs: a speaker from NOAA regarding dolphins and a program on the ideal diet (presumably for humans, not dolphins) with speaker(s) from the culinary arts program at Palamanui.

Donna Monti reports the book club today will discuss *I'll Be Gone in the Dark* by Michelle McNamara and in July *The Underground Railroad* by Colson Whitehead. We have received a thank you letter from Kona Community Hospital Foundation for Books for Babies.

President Wang has contacted Joyce Kimball to confirm that West Hawaii Today was notified about the Flip 'n Sip Wednesday conversation group but for unknown reasons has not included it in the weekly events section. The group had only two attendees last Wednesday but cumulatively has generated memberships and volunteers. It is agreed its purpose is outreach and community building, not just to promote lobby sales. Fred Hornbruch will follow up with West Hawaii Today contacts to see about improving attention to F.O.L.K. activities and events.

Ken Guerra reports on Ways & Means. No lanai book sales are scheduled for June or July. The Pit is currently fairly well organized, not building a big inventory too early. The Pit Crew is working with Vice President Shirley David to move out a lot of children's books which were piling up. Treasurer Isley reports \$1205 in May lobby sales. President Wang reports Kealakekua lobby sales brought in approximately \$105. Ken sent letters drafted by Mardee Richardson to

community service organizations requesting help with closing lanai book sales. Fred Hornbruch questions whether we want to purchase a West Hawaii Today ad in August for next season's book sales. This was discussed at the last meeting and decided it was not financially productive.

Mardee Richardson offers observations about our book sales. First, regarding the volunteers sitting in the tented area across from the cashier, the heat can be very uncomfortable. She suggests one or two \$17.99 Amazon oscillating fans. Ken notes that in the past book sales volunteers brought fans out from the Pit when they had access to a multiple plug. No action taken.

Mardee suggests expanding the 10 free books/30% discount offered at lanai book sales to school teachers with teacher IDs to include community literacy programs and also dropping the requirement that teachers produce their IDs. This would also then include teachers who did not bring their formal ID plus home teachers, school or literacy program volunteers who don't have school ID. These changes were agreed by Board consensus without formal motion. Instead volunteers will henceforth start to collect contact information about the people asking for the teacher or literacy program benefit, including email addresses, and will suggest to these beneficiaries of the free book/discount program that they consider both F.O.L.K. membership and volunteer opportunities.

Mardee also reports membership (May data); her report is attached. May produced \$109 membership income. For the first time, a \$500 patron level member joined last month.

Fred Hornbruch will reactivate the subcommittee searching for a web host company to replace Yahoo.

Head Librarian Denise Stromberg reports \$200 funding for Kipapa's comic book day already existed so those previously approved funds will not be drawn. She requests not to exceed \$250 for materials to construct a wall tool rack in the garage to improve work flow for staff and Pit Crew. This will get maintenance tools off the floor. MSA She requests four new replacement casters for book trucks; \$115.26 for four includes shipping. MSA Staff requests placing an order with ALA for posters, stickers, other supplies for public displays to promote our library at a cost of \$265. MSA

Kipapa Kahelahela submits a Community Seed Library budget and report by e-mail (attached). There have been several very successful CSL programs: April 45 attended; May 40 attended; June 48. He is considering starting a CSL digital newsletter in 2020.

Librarian Judy Andrews thanks F.O.L.K. for support of summer youth programs, now one scheduled for every day through the summer. She reports even better attendance than anticipated.

Pamela Wang raises the question of fees charged to presenters who sell their commercial items. Denise Stromberg proposes we reduce the 30% share to 10%. Barbara Isley points out this will require a change in the Standing Rules. It was moved that we suspend F.O.L.K. charging any percentage of sales from presenters until the 2020 Standing Rules are adopted. MSA Your Secretary, Suzanne

Dmytrenko, and Barbara Isley will review draft language for a Standing Rule amendment, also taking into consideration whether we would charge any sales proceeds from nonprofits.

Your Secretary notes that the NJABCTCC (Not Just Another Book Club Travel Conversation Circle) will meet at Kona library June 22<sup>nd</sup> for the last time this season, resuming September 28<sup>th</sup>.

The next meeting of the F.O.L.K. Board of Directors is July 16<sup>th</sup> at 9:00 a.m. Future absences noted: Barbara Isley is excused for July and August, your humble scrivener for July. Meeting adjourned 10:48 a.m.

Respectfully submitted  
ARNE WERCHICK  
Secretary

**YOU HAVE BEEN TASKED (not to be included in final minutes as adopted):**

**Fred Hornbruch will follow up with West Hawaii Today contacts to see about improving attention to F.O.L.K. activities and events.**

**Fred Hornbruch will reactivate the subcommittee searching for a web host company to replace Yahoo.**

**Your Secretary, Suzanne Dmytrenko, and Barbara Isley will review draft language for a Standing Rule amendment regarding F.O.L.K. charges against speaker sales of products, also taking into consideration whether we would charge any sales proceeds from nonprofits.**

Reports attached:

Treasurer's monthly income statement for May - Category Summary List (CSL)

Category	5/1/19 - 5/31/19
<b>INCOME</b>	<b>\$12,797.57</b>
DONATIONS	-\$0.73
Amazon Smile	\$14.60
Donation Sales	-\$15.33
FUNDRAISING INCOME TAXABLE	\$2,410.53
Kailua Kona Lobby Sales	\$1,204.93
Kealahou Lobby Sales	\$78.50
Lanai Book Sale	\$1,127.10
Individual Donation	\$488.70
Interest on Savings	\$0.01
Membership Dues	\$158.26
PROGRAM DONATIONS	\$147.22
Book Club	\$29.00
Community Seed Library	\$112.97
Events	\$5.25
Transfer from Investment Account	\$9,593.58
<b>EXPENSE</b>	<b>-\$9,325.30</b>
ADMINISTRATIVE EXPENSES	-\$6,071.62
MEMBERSHIP EXPENSES	-\$71.62
Newletter	-\$63.72
Postage	-\$7.90
SCHOLARSHIPS	-\$6,000.00
F.O.L.K. EVENTS	-\$200.00
Presenters	-\$200.00
F.O.L.K. PROGRAMS	-\$1,082.27
Books for Babies	-\$901.79
Community Seed Library	-\$180.48
Seeds	-\$113.20
Supplies	-\$67.28
LIBRARY ASSISTANCE	-\$1,971.41
Events	-\$459.14
Kailua Kona	-\$459.14
Furnishings	-\$208.86
Kealahou	-\$208.86
Maintenance	-\$175.47
Kailua Kona	-\$175.47
Programs	-\$819.36
Kailua Kona Children's Library	-\$231.17
Kailua Kona Young Adults Library	-\$118.69
Kealahou Crafts Program	-\$469.50
Supplies	-\$308.58
Kailua Kona	-\$308.58
<b>TOTAL</b>	<b>\$3,472.27</b>

## Membership report

**Membership Report**  
**F.O.L.K.**  
**May's data for June's Board Meeting**

*May's Book Sale:*  
Revenue from Lanai Sale: \$1,127  
Revenue from new and renewal memberships @ book sale: \$109.  
Merchandise sold @ book sale: 0

**Membership**  
There were (402) members on our roster this month, of those (319) are members in good standing.

**New Members**  
9 new members this month with 5 of them joining at the May book sale with Eleanor working her magic!  
0 of the 9 new members would like to volunteer.

**Renewals, Edits, Updates, Issues**  
4 renewal reminder postcards were mailed out.  
There were 6 renewals this month with 4 renewing at the book sale. Of the 6 renewals, 0 offered to become a new volunteer.

**Deletions: 6**

Note supplemental corrected numbers reported: total membership 404, active 308.



Attendance was 45 people, donations totaled \$76.00.

- **April 9: Supply purchase:** from Amazon, seed envelopes and a box of 4-pocket binder sleeves to display seed packets in white binder on CSL cabinet; \$60.77
- **April 18: Seed purchase:** Johnny's Selected Seeds; \$42.00
- **April 19: Seed purchase:** Baker Creek; \$16.25
- **April 19: Seed purchase:** Southern Exposure; \$54.95
- **April 23: CSL donation** in foyer money box; \$1.31
- **May 7: Growing and cooking with culinary herbs program presented by Nancy MacNeal.** Attendance was 40 people, donations came in at \$112.97.
- **June 1: Natural prevention of pests and diseases in-depth program presented by Micah Barker.** Attendance was 48 people, donations totaled \$85.64.
- **June 6: Seed purchase:** Baker Creek; \$57.25
- **June 6: Seed purchase:** Johnny's Selected Seeds; \$76.23
- **June 6: Seed purchase:** Territorial Seed Company; \$39.45

#### Upcoming programs/events:

- **July 6:** Protecting Hawai'i's native species. Presentation by Molly Murphy from Plant Pono, and the Big Island Invasive Species Committee, will talk about how to choose non-invasive plants for your area.
- **August 3:** In-depth program about native plants. Currently being scheduled.
- **Sept. 7:** Attracting beneficial insects to your garden. Currently being scheduled.
- **October 26: CSL 4<sup>th</sup> Anniversary Celebration:** Community sharing of plants, seeds, food items; Seed saving tutorial; Possible showing of seed-saving video.
- Diana Duff and I are currently discussing a **2020 planned programming calendar** that we can present at the October 26<sup>th</sup> Anniversary event.
- I am working with a CSL volunteer to possibly start a **quarterly digital newsletter in 2020**. Potential content include: planting suggestions/tips, cooking ideas using CSL-grown seeds, featured gardening supplies/products, featured program presenters, local businesses offering related services and products, and featured CSL members/local gardeners. If all goes well, we may do a trial newsletter in January and April 2020.

#### **Kīpapa Kāhelahela/CSL Developer and Community Liaison**

**Mahalo nui loa to FOLK for their steadfast generous support of the Community Seed Library!**