

FRIENDS OF THE LIBRARIES, KONA

F.O.L.K. BOARD MEETING MINUTES - January 7, 2020

The meeting was called to order at 9:04 by President Pamela Wang. Vice President Shirley David, Treasure Barbara Isley, Secretary Arne Werchick, and Board members Suzanne Dmytrenko, Fred Hornbruch III, and Joyce Kimball were present. Excused: Ken Guerra, Donna Monti and Mardee Richardson. Head librarian Denise Stromberg and Kealakekua librarian Judy Andrews also were present.

Joyce Kimball reports that 80 annual Orchids were printed and 75 mailed. With postage now at \$.70 cents each, the total printing and mailing cost \$88.

The minutes of the December 17th meeting were approved. MSA

Head Librarian Denise Stromberg notes that the next *Coffee With a Cop* event is tomorrow morning.

Treasurer Barbara Isley reports that as of the end of December our assets total \$39,308. The Nelsons generously made another \$3000 grant in September. We have commitments of approximately \$24,000 (includes up to \$6000 for 2020 scholarships) based on appropriations approved in December. The Ameritrade account at the end of December was \$28,298; \$28,108 this morning. All annual balances have been completed for presentation at the annual meeting. The December Treasurer's report, circulated by e-mail and attached, is accepted. MSA Category Summary List ("CSL") categories are going to be revised for the coming year to include a specific column for Ebay book sales.

Vice President and Historian Shirley David reports that the annual history book has been prepared for display at annual meeting.

Denise reports that "floating librarian" Chezlani Cesar, a former F.O.L.K. scholarship recipient, has been hired for a new library system position funded last year, and has gotten funding for next year. As such she will rotate among the branches with temporary or long-term vacancies and fan temporarily fill virtually all positions as needed.

Suzanne Dmytrenko expanded upon her events activity report (attached). About 42 people attended the December ukulele program. We still need a Science Program Chair to replace Lynn Waterhouse. Possible volunteers have come forward. President Wang reports she attended Saturday Community Seed Library program; there was a good explanation of the F.O.L.K. calabash and CSL projects, and F.O.L.K membership brochures are also included. Barbara Isley reports CSL donations from 2019 totaled \$814, compared with donations of \$176.74 from Book Club members, \$354.50 from people attending F.O.L.K. events

The undersigned asked if current Bylaws and Rules give Board members who chair committees authority to recruit committee members to participate and suggests we endeavor to expand on this idea.

Joyce Kimball reports the website is functioning, fortunately without new problems. The annual program printing price of \$98 was good; Kona Business Center was very cooperative and quick.

In Ken Guerra's excused absence, Fred Hornbruch discusses Ways & Means recruiting for volunteers for Pit Crew. Preparations are ready for the Saturday lanai book sale. President Wang has informed Marie Kober and Lois Piciello to choose a book to be honored with a book plate and will do this for Lynn Waterhouse and Bev Stehley as well. He will talk with Darla Gallacher about being in charge of lobby sales to resolve any question of the scope of her responsibilities. Fred will meet at the book sale this Saturday with all people who indicated any interest in volunteering. Fred recorded four PSA 45-second announcements covering the library and F.O.L.K. for broadcast on local stations.

Denise Stromberg notes that the February Travel Circle date conflict with another event so will be meeting on the lanai. The microphone will be available but your humble Secretary expressed determination to try without to preserve the spontaneity of the event.

Mardee Richardson who is unable to attend today submitted a report on membership (December data, report attached).

Barbara Isley reports we are running low on book bags/totes, currently given out for \$50 donations or offered for sale at lanai book sales. Membership at \$509 or above also merits insertion of a bookplate in a book (purchased with F.O.L.K. funds, not library funds) in the library collection. Mardee recommended going to an insulated grocery bag; 50 would be \$588 and would have to sell for \$17. A plain imprinted 13"x15" natural canvas bag with a gusset with purple logo imprint should cost \$135 for 49, of which \$34.95 is shipping; quote is from ToteBagFactory.com. It costs \$7.60 to mail a bag to a member. Not to exceed \$300 authorized for purchase of canvas bags. MSA

Barbara has to buy snacks for the annual meeting and would be happy to have donations. Shirley will use President Wang's bananas to make bread. President Wang requests that Board members be present for the annual meeting by 9:30.

Kealakekua Librarian Judy Andrews reports as of January 16th the branch has been completely staffed for one year. No programs are occurred during the two weeks from pre-Christmas to last Monday. The Christmas tree provided by F.O.L.K was a big hit. Tomorrow the movie selection is "The Public" about libraries. She has no financial requests this month.

Head Librarian Denise Stromberg has two requests: three \$50 gift cards to be purchased from Kona Stories for the adult reading program this summer and for book plates; Mardee and Denise placed 17 last year. MSA She requests a

separate fund for purchase of book plate books which cannot go into books purchase with state funds. She asks that we appropriate not to exceed \$750 for the purchase books to honor \$50 Associate and above memberships with book plates. MSA

Future absences noted: Ken Guerra will still be away January; Mardee also will be absent. Treasurer Barbara Isley Barbara will be away from February 11th to the end of April. President Wang will be absent in February. Suzanne and the undersigned will be absent in May. Fred plans to be absent in July and August.

The undersigned is tasked with investigating the rules which would govern the library getting better signage, including the possibility of referencing the lobby book sales.

Meeting adjourned 10:50 a.m.

Respectfully submitted
ARNE WERCHICK
Secretary

Reports attached:

Membership Report
December's data for January Board Meeting

Book Sale

Revenue from Lanai Sale: \$1,104
Revenue from new and renewal memberships @ book sale: \$139
Merchandise sold @ book sale: 0
Teachers/Literacy Programs: 5
FOLK Members who shopped:

Membership

There were 399 members on our roster this month, of those 310 are members in good standing.

New Members

7 new members this month.
0 of the 7 new members would like to volunteer

Renewals, Edits, Updates, Issues

39 renewal reminder postcards were mailed out.
There were 11 renewals. Of the 11 renewals, 1 has offered to become a **new** volunteer.

Program Chair

December Event:

Tuesday, December 3 5:30-6:30 - Christmas Kanikapila, Ukulele group

Upcoming:

Wednesday, January 8 3:30-4:30 - Brian Shiro, Geologist Talk on Living with Earthquakes in Hawaii (Lynn's Event)

Tuesday, January 28 5:30-6:30 - Louise Riofrio talk on her book The Speed of Light (Lynn's Event)

Tuesday, February 25 5:30-6:30 - Marine Life Talk- Jack's Diving Locker (Lynn's Event)

Tuesday, March 24 5:30-6:30 - Boyd Bond Life of Prince Kuhio (Have Na Leo Videotape)

Saturday, April 18 3:00-4:00 - Clear Englebert on Bedroom Feng Shui

Tuesday, April 28 5:30-6:30 - STARRS Presentation on Women in Astronomy by PISCES (Pacific International Space Center for Exploration Systems)

Saturday, May 30 3:00-4:00 - Hawaii Ukulele Ensemble (To be confirmed by the group)

Treasurer

Report: Monthly

12/1/2019 - 12/31/2019

98 Categories

Category	12/1/19 - 12/31/19
INCOME	\$6,579.58
DONATIONS & GRANTS	\$3,590.46
Donation Sales	\$290.46
Grants	\$3,000.00
Individuals	\$300.00
FUNDRAISING INCOME TAXABLE	\$2,374.47
Kailua Kona Lobby Sales	\$1,168.47
Kealakekua Lobby Sales	\$102.00
Lanai Book Sale	\$1,104.00
Investments	\$201.05
Dividend Income	\$201.05
Membership Dues	\$413.60
EXPENSE	-\$1,644.18
ADMINISTRATIVE EXPENSES	-\$48.37
EQUIPMENT & SUPPLIES	-\$29.47
MEMBERSHIP EXPENSES	-\$18.90
Postage	-\$18.90
COST OF SALES	-\$108.09
Printing	-\$108.09
F.O.L.K. EVENTS	-\$200.00
Presenters	-\$200.00
F.O.L.K. PROGRAMS	-\$100.95
Book Club	\$36.00
Books for Babies	-\$4.70
Community Seed Library	-\$132.25
Community Seed Library (Other)	\$5.50
Presenters	-\$100.00
Seeds	-\$37.75
LIBRARY ASSISTANCE	-\$1,186.77
Books	-\$100.00
Kealakekua	-\$100.00
Events	-\$350.00
Kailua Kona	-\$350.00
Furnishings	-\$469.97
Kailua Kona	-\$469.97
Programs	-\$20.64
Kailua Kona Children's Library	-\$20.64
Subscriptions	-\$30.00
Kealakekua	-\$30.00
Supplies	-\$216.16
Kailua Kona	-\$108.58
Kealakekua	-\$107.58
TOTAL	\$4,935.40

ACCOUNT SUMMARY
Month ending: December, 2019

Checking:	\$11,060.06
Savings:	50.17
TD Ameritrade:	28,197.66

\$ 39,307.89

Grant Balances:

Crane	\$ 531
ELKS	995
Nelsons	1,000

\$ 2,526

Unpaid Visa charges and checks:	\$ 3,991
Approved, not yet purchased:	\$ 3,870

Ongoing:

Maintenance:	\$ 2,660
Discretionary Funds:	\$ 2,400
Presenters:	\$ 3,600
Living Interiors:	\$ 1,880

\$18,401
