

# FRIENDS OF THE LIBRARIES, KONA

## F.O.L.K. BOARD MEETING MINUTES - July 21, 2020

The meeting, conducted via Zoom video conference, was called to order at 10:17 by President Wang. In attendance were Vice President Shirley David, Treasurer Barbara Isley, Secretary Arne Werchick, and Board members Suzanne Dmytrenko, Ken Guerra, Fred Hornbruch III, Joyce Kimball, John Kitchen, Donna Monti, and Mardee Richardson. Librarians Chezlani Casar and Judy Andrews also were present. Also attending: scholarship recipient Stephanie Nakamura.

Minutes of the June 16 meeting were approved. MSA

Treasurer Barbara Isley previously submitted e-mail reports which are attached and upon motion were accepted. In June the scholarship checks and \$326 in bills were paid from the bank account. The last of a \$500 grant from three years ago was spent on the mural in the Children's Room. In July we sold over \$1600 for books on eBay, one for \$300 this morning. Biggest sale was \$1500 for a surf book. There ensued a Board discussion of book sources and on-line sales. The Ameritrade account was \$25,569 at the beginning of the month, \$26,495 this morning. About \$3300 remains in the checking account presently, before receipts from the eBay sales. MSA

Vice President Shirley David introduced scholarship recipient Stephanie Nakamura on Oahu, in her second year of the masters program via Rutgers distance learning. She is presently working as a library assistant at Hawaii Baptist Academy and explains her plans for the coming semester with emphasis on information technology. She already has a Masters in Communications, which is what got her interested in information technology.

Ken Guerra reports regarding volunteer Kaipo Kailiawa who has been a good liaison/delivery person from the used book store to the library. With the shut down (including the book store) Kaipo asked if could continue the pipeline to keep the used book store as a source of books for our book sales. He has his own business as a re-seller of books he purchases at our book sales. Ken authorized him to accept books from the book store, warehouse them, sort them, with a right of first pull for resale for his benefit, so he is also building inventory for us and keeping the pipeline open.

Ken has been discussing the future of book sales for the library, all uncertain now. The volunteer crew would have to be rebuilt and trained. He is having a sub-committee for future book sale planning meeting next Thursday afternoon to open the discussion; Kaipo will attend. Ken feels we are close to maxed out on lanai sales: much work for a non-proportionate return. There is no more room to expand lobby sales; the pit is full and requires a lot of work to maintain. Fred Hornbruch asks what is happening with the Haulers, husband-wife team who

take our excess purged books; currently they are on hold during shut-down. In response to a question, Ken observes that Maui Friends have a pool of 65 regular volunteers to man their three stores fully during “mall hours.”

Judy Andrews notes that HSPLS is the only state-run public library in the country and accordingly is different from all others -- mostly free-standing local libraries. In response to an inquiry whether the Kona branch could have its own information newsletter sent to all e-mail recipients (a much larger pool than F.O.L.K.), Chezlani Casar believes individual branches are not permitted to send out individual branch newsletters. The State librarian wants “one brand, one group.” John Kitchen has done an interview of Chezlani and submitted it to West Hawaii Today but does not know when it will be published.

Donna Monti reports she spoke with the nurse manager in obstetrics at Kona Community Hospital about the Books for Babies distribution and learned they have about 15 books left. New supplies are being held for four days for health precaution reasons; the hospital could also store a delivery of new books for the required number of days if necessary. She will make sure the program remains active. Books for the program are still being stored in Bev Stehley’s garage; we do have an adequate supply.

On the Book Club, we have program director volunteers through January. Next week is *My Ex Life*, with the discussion to be led by Ken Guerra. August is *Bookman’s Tale*. The September selection is *Theodore Roosevelt for the Defense*. Donna has all the books for this year.

John Kitchen reports on his interview of Chezlani Casar: the key message is importance of the library as a community resource.

Chezlani reports the plan for re-opening branches for public browsing has been pushed back again because of the uptick in virus. The State librarian advised she is working on a volunteer policy which would permit some people to enter the library for specific purposes during the shut-down. The response to the Summer Reading Program has been minimal so far. The more delicate plant baskets have been “re-homed” for the duration, with a few left in the library. Youth librarian Kipapa Kahelahela has restarted his *Dungeons & Dragons* group on a virtual game website.

Kealakekua librarian Judy Andrews happily reports that both branches are now sharing a substitute janitor. This is a small miracle because there is a hiring freeze in effect; otherwise Kealakekua would have had to close the library. “Quentin” is working inside but has no time to take care of the gardening which needs about four hours bi-weekly. President Wang suggests using the Kealakekua branch south Kona e-mail list asking for gardening volunteers. F.O.L.K. provides this service for Kona and could consider hiring for this work at Kealakekua. The Kids Book Club is re-starting, via Zoom next week.

Suzanne Dmytrenko has no new programming to report. She is not envisioning virtual programs because in her estimation it doesn’t promote using the library. John Kitchen wonders if, on the other hand, there isn’t value in adding virtual

programming and has some science program people who could offer this.

Mardee Richardson previously sent membership reports which are attached showing 379 members; 275 in good standing. She has been getting a handful of renewals every month but in the past three months no new members. So far in July four renewals have been sustaining, with more people opting to renew at a higher level. A donation of \$75 was received from the membership chair of the Friends of Pacific Grove Public Library.

The undersigned reports that the NJABCTCC (Travel Circle) convened by Zoom last Saturday, July 11<sup>th</sup>, for Happy Hour with about a dozen participants. The group will continue to meet in this way each month at least until the library reopens for live program attendance and perhaps continuing into the future as well. The undersigned, at the request of Chezlani Casar, also reviewed the HawaiiCon contract documents and has recommended not trying to pursue a refund for the amount paid to reserve space unless HawaiiCon in fact cancels their program for the year.

President Wang urges that members write letters to the editor regarding the services available at the library at present since many people seem unaware they can still request books or use the computers. She also suggests we write "time-capsule letters" to be opened at the December meeting about what we believe F.O.L.K.'s future will hold. Shirley David suggests we continue to add comments to the newsletter about life during shut-down.

The meeting was adjourned at 12:07. The next meeting of the F.O.L.K. Board of Directors will be August 18<sup>th</sup> at 9:00 a.m. in the library if open or at 10:00 a.m. with Zoom.

Respectfully submitted  
ARNE WERCHICK  
Secretary

Reports attached:

Treasurer's Reports

## Report: Accounts Summary Copy

6/1/2020 - 6/30/2020  
2 Accounts, 87 Categories

Category

SHARE DRAFT CHECKING

<b>INCOME</b>	<b>\$491.14</b>
FUNDRAISING INCOME TAXABLE	\$365.36
Ebay Sale	\$326.36
Kailua Kona Lobby Sales	\$39.00
Membership Dues	\$125.78
<b>EXPENSE</b>	<b>-\$6,599.09</b>
ADMINISTRATIVE EXPENSES	-\$6,016.05
EQUIPMENT & SUPPLIES	\$0.00
MEMBERSHIP EXPENSES	-\$16.05
PAYPAL	\$0.00
Postage	-\$16.05
SCHOLARSHIPS	-\$6,000.00
COST OF SALES	-\$24.19
Ebay/PayPal expenses	-\$24.19
LIBRARY ASSISTANCE	-\$558.85
Maintenance	-\$508.85
Kailua Kona	-\$508.85
Programs	-\$50.00
Kailua Kona Children's Library	\$0.00
Kailua Kona Young Adults Library	-\$50.00
<b>TOTAL</b>	<b>-\$6,107.95</b>

ACCOUNT SUMMARY  
Month ending: June, 2020

Checking:	\$ 3,510
Savings:	50
TDAmeritrade:	25,568
\$ 29,128	
Grant Balances:	
Crane	\$ 523
ELKS	645
\$ 1,168	
Unpaid Visa charges and checks:	\$ 325
<u>Ongoing:</u>	
Maintenance	\$ 882
Discretionary Funds	1,855
Presenters	2,500
\$4.355	

Membership Report

**June's data for July's Board Meeting**

*Book Sale*

Due to COVID-19 and limited patron/member access to our libraries, no book sale was held.

**Membership**

There were 379 members on our roster this month, of those 275 are members in good standing.

**New Members**

No new members this month.

**Renewals, Edits, Updates, Issues**

14 renewal reminder postcards were mailed and **4 renewals** were received.

CSL Quarterly and Budget Reports

### **CSL Quarterly Report to FOLK Board/April-June, 2020**

- **May 13:** Library staff return to work to prepare for providing public services.
- **May 26:** CSL members receive first list of seed inventory. Free seed giveaway begins.
  - 230 packets of seeds given away to 46 people at drive-thru window only during May.
- **June 22:** CSL members receive second list of seed inventory.
  - 225 packets of seeds given away to 45 people during June.
- CSL has received seed donations from 2 members since the seed giveaway. Donated seeds are added to on-going seed giveaway list.
  - Arugula and basil (both grown locally from CSL seeds)
  - Okra, squash, peas (not from CSL seed collection)
- CSL has received \$15. in donations since seed giveaway
  - May 26: \$10.
  - June 1: \$5.
- Free seed giveaway will continue until further notice.
- **Current remaining donations balance for the purchase of seeds and office supplies: \$351.11.** See attached spreadsheet.

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

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

**CSL 2020 Budget and Activity Report**

Activity Date	Program/Activity	Honoraria	Attendance	Donations	Seed Expense	Supply Expense	Seed and Supplies Fund Balance	Misc. Notes
	* in-depth gardening workshop							
<b>Starting Balance</b>							\$ 281.98	Rollover from 2019 donations
	Amy Greenwell Garden							
1/4/2020	w/ Maile Melrose	\$ 100.00	35	\$ 15.00			\$ 296.98	FOLK Calabash donations Amazon FOLK visa; seed
1/7/2020	Office supply purchase					\$ 45.38	\$ 251.60	envelopes and labels
1/15/2020	Seed purchase				\$ 16.50		\$ 235.10	UH Seeds/Linda Albers
1/22/2020	Seed purchase				\$ 40.50		\$ 194.60	Bakercreek seeds
	Seed purchase				\$ 13.89		\$ 180.71	Johnny's seeds
1/30/2020	Donations			\$ 3.00			\$ 183.71	Lobby sales box
	Tropical Plants Identification w/ Diana							
2/1/2020	Duff; IDGW*	\$ 150.00	59	\$ 120.00			\$ 303.71	FOLK Calabash donations
2/5/2020	Donations			0.65			\$ 304.36	Lobby sales box
2/8/2020	Donations			\$ 10.00			\$ 314.36	Lobby sales box
2/26/2020	Seed purchase				\$ 12.25		\$ 302.11	Bakercreek
	Beekeeping and Bees w/ Big Island Beekeepers							
3/7/2020	Association	\$ 100.00	29	\$ 20.00			\$ 322.11	FOLK Calabash donations
3/17/2020	Donations			\$ 14.00			\$ 336.11	Lobby sales box

All public libraries temporarily closed on March 18, 2020 due to covid-19 pandemic.

Staff returned to work on May 13, 2020 to prepare for providing public services. Library access remains restricted to patrons until further notice.

5/26/2020	Free seed giveaway begins							
5/26/2020	Donation			\$ 10.00			\$ 346.11	
6/1/2020	Donation			\$ 5.00			\$ 351.11	