

FRIENDS OF THE LIBRARIES, KONA

F.O.L.K. BOARD MEETING MINUTES - September 15, 2020

The meeting, conducted via Zoom video conference, was called to order at 10:01 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, Donna Monti, and Mardee Richardson. Kona Teen Librarian Kipapa Kahelahela and Kealakekua Branch Librarian Judy Andrews also were present. Excused: John Kitchen. It is noted that temporary head librarian Chezlani Casa, who attended the last five Board meetings, has been re-assigned to Thelma Parker Memorial Public and School Library, leaving the Kailua Kona branch without a head librarian.

The minutes of the meeting of August 18 were approved. MSA

Barbara Isley presented the treasurer's report (additional information attached below). Maintenance expense was a little higher because of an exterminator bill for Kealakekua; in addition Kona teen and children's librarians bought gift cards as program rewards, about \$800 for the summer reading program. The Investment Committee decided to sell one under-performing asset; policy requires 30% of assets in cash. About \$3000 remains in the checking account. Net worth at the end of August was \$28,970.

Shirley David enjoyed a visit to Volcanoes National Park in part because it is virtually empty. Nothing further to report.

Suzanne Dmytrenko reports that the Na Leo Community Access TV West Hawaii offices are shut down, so obviously they are not available for new programs. I suggested if there are willing presenters to consider use of home cell-phone video as some cable channel presenters (*viz* Food Channel and similar program) are doing absent studio facilities.

Donna Monti reports on the Book Club; the selection next Tuesday is *Theodore Roosevelt for the Defense*. Next month on October 27 it is *Aloha Rodeo* with Ken Guerra as discussion leader. The November selection is *Born a Lie*. Nine people were present at the last Book Club Zoom meeting for *The Bookman's Tale*. We are fine on Books for Babies inventory so far. Ken: One of the authors of *Aloha Rodeo* is a Big Island resident.

Joyce Kimball has been looking into the future of book sales but reports no response from a request for input from Friends of the Library Hawaii ("Big Friends"). She will attempt further contacts. Regarding the web site and ISP, everything else on-line seems to be working. President Wang mentions the need for a newsletter reminder to use Amazon Smile to benefit F.O.L.K.; Smile sales

generated \$14 in revenue last month!

Kealakekua librarian Judy Andrews reports there has been no new word about when libraries will reopen, even as to allowing public use computers. Teen librarian Kipapa Kahelahela thinks Kauai is re-opening this week because island infection numbers are so low. President Wang has informally surveyed friends in different parts of the country as to whether they could use their local libraries; about 20% responded in the affirmative, while the rest have some limited accommodation. South-eastern Connecticut is almost alone in being fully open.

Mardee Richardson thinks we should add an on-line membership form to join F.O.L.K. and should add *in memoriam* box for \$50 or greater on membership applications. The intention will be to put the memorial name in the book acknowledgement, and the donating member can specify whether the book should be placed in the Kona or Kealakekua branch. She reports we have 368 total members, 261 in good standing, 5 deletions this month. Pamela Wang again encourages Board members to look at the membership list for any names coded in red, and touch base with any acquaintances to remind them about F.O.L.K. membership. We had fifteen renewals last month, one at sustaining level. Denise Stromberg is still doing the book plates.

Fred Hornbruch reports nothing to report.

Ken Guerra updates. Nothing happening with book sales. A donation of books last week was left at door of library, and we need to spread the word we are not accepting donations at this time. We need to put more information on the website and in the newsletter about how to get a *virtual library card* and other services that are available such as requesting particular books by telephone. As for disposing of used books, Kona Bay and Kona Outdoor Circle Thrift Store are accepting book donations.

Kipapa reports that the water filter in staff room expiring and replacement will cost \$76 on Amazon plus \$16 shipping. MSA. To continue Teen Virtual Dungeons & Dragons Programs he needs \$50/session, \$300 for 6 sessions and would like to try another three months to see if attendance picks up. It is intended for grades 6-12. Joyce will send a PSA to the newspapers and mention in newsletter. MSA The Community Seed Library is still doing seed give-away, May-June over 400 packets; July-August down to about 200. He is not anticipating any CSL program for several months. He is wondering if we should just deplete the seeds or buy more to give away and then start fresh; he would like input. CSL members would be happy if bought new seeds of more popular items. For now we will suspend purchases and probably roll over the present funds for next year. Pamela Wang suggests he tell people we won't be buying seeds, to encourage CSL members to harvest and donate seeds, and to use what we've got. The Board consensus is to proceed as now without change. Kipapa reports branch staff are doing their individual assigned duties without a Branch Manager, continuing with pick-up at the front door, responding to calls re reference or for books. They have been splitting "Adult Librarian" tasks since that is part of head librarian's duties. In addition they have to process hundreds of incoming books that have to go into quarantine and then

out of quarantine. No volunteers are allowed in the library.

Judy Andrews observes that at Kealahou there is not a lot happening. They are keeping up with people coming for mystery bags and to pick up requested books and are continuing with the "Book Squad" for 7-12 year olds. There has been only one bid for gardening services, and it was for more than the approved amount so they are still without gardening and looking for bids: \$175 budgeted, expecting about two hours bi-weekly.

The meeting was adjourned at 11:12. The next meeting of the F.O.L.K. Board of Directors will be October 20th at 9:00 a.m. in the library if open or at 10:00 a.m. with Zoom. Ken Guerra's residence is being tented next month, so he may not be able to access Zoom.

Respectfully submitted
ARNE WERCHICK
Secretary

Reports attached:

Treasurer's Reports

Report: Accounts Summary Copy 2

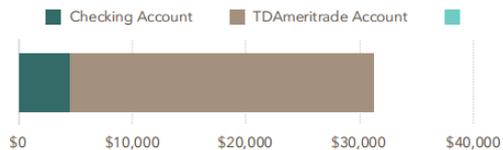
Category

SHARE DRAFT CHECKING

INCOME	\$484.36
DONATIONS & GRANTS	\$24.60
Amazon Smile	\$14.60
Individuals	\$10.00
Membership Dues	\$459.76
EXPENSE	-\$1,445.60
ADMINISTRATIVE EXPENSES	-\$211.00
INSURANCE	-\$211.00
COST OF SALES	-\$54.52
COST OF SALES (Other)	-\$9.61
Ebay/PayPal expenses	-\$44.91
LIBRARY ASSISTANCE	-\$1,180.08
Maintenance	-\$380.08
Kailua Kona	-\$380.08
Programs	-\$800.00
Kailua Kona Summer Reading	-\$700.00
Kailua Kona Young Adults Library	-\$100.00
TOTAL	-\$961.24

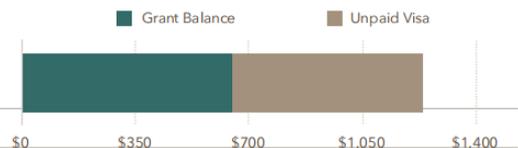
TOTAL ASSETS

Asset Category	Asset Value
Checking Account	\$4,506
TD Ameritrade Account	\$26,845
Total assets	\$31,351



TOTAL LIABILITIES

Debt Category	Liabilities
Grant Balance	\$645
Unpaid Visa	\$591
Maintenance	\$1,055
Discretionary Funds	\$1,855
Total Debts	\$4,146.00



TOTAL NET WORTH:

\$27,205

Membership Report

August's data for September's Board Meeting

Book Sale

COVID19 – No lanai sale held, but a renewing member (and pit volunteer) sent a \$10 donation to “book sales”

Membership

There were 368 members on our roster this month, of those 261 are members in good standing.

New Members

A lapsed membership from 06 2019 was renewed.

Renewals, Edits, Updates, Issues

26 renewal reminder postcards were mailed and **15 renewals** were received.