

# FRIENDS OF THE LIBRARIES, KONA

## F.O.L.K. BOARD MEETING MINUTES - October 20, 2020

The meeting, conducted via Zoom video conference, was called to order at 10:07 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, John Kitchen, and Donna Monti. Children's Librarian Jennifer L. Young and Kealakekua Branch Librarian Judy Andrews also were present. Excused: Joyce Kimball and Mardee Richardson.

The minutes of the meeting of September 15 were approved. MSA

Barbara Isley presented the treasurer's report (additional information attached below). E-bay/Paypal expenses were \$188 -- higher than usual but due primarily to the fee for listing the \$2000 sale in August. Maintenance costs were high because the bank changed the on-line pay system at the end of 2019 and the new system has glitches. In August the gardener reported he had never been paid for October, November or December. Barbara sold one of the shares in the Ameritrade and transferred \$1000 into the checking account. There is about \$6000 in the Ameritrade cash account. Assets stand at \$29,972 as of the end of September, liabilities \$1373. Treasurer report accepted. MSA

Suzanne Dmytrenko reports she talked with Scott Ordway, Na-Leo videographer. They are considering allowing production in their studios but being very cautious with the Big Island being opened to incoming visitors.

John Kitchen had nothing further to add regarding programs.

Donna Monti reports on the Book Club; last month's meeting was "ugly" because Zoom was a mess. She ended up with two Zoom meetings going at the same time and was unable to sort out the problem during the meeting. The selection next Tuesday is *Aloha Rodeo* with Ken Guerra serving as discussion leader; the author, David Wolman, is expected to attend via Zoom. The November selection is *Born a Crime*. December selection is *Less*. Kona Hospital remains anxious to continue with the Books for Babies program; they currently have an ample supply.

Ken Guerra notes that with no sales, there is nothing to report. Revenue sources have dried up. We are having to dip into our reserves. Books are accumulating but not being sorted. He is unsure what we will do after the pandemic passes. Ken mentions some people are still suggesting F.O.L.K. operate a free-standing used book operation. Jenn Young, Kona branch children's librarian, briefly references studies showing the virus survives on book pages for several days.

Kealakekua librarian Judy Andrews reports plexiglass screens have been

installed on the circulation desk but has no idea who initiated or installed them. Jenn Young says the same happened at the Kona branch. Libraries are again open for computer service. The library provides complimentary masks to patrons who arrive without one. Kealahou now has hired a part-time gardener. Both librarians report they gave prize bags to anyone who said they participated in the Summer Reading Program, did not require report of specific numbers of hours or books read as in past years.

Shirley David is staying current on the history book for the year but not much happening.

Fred Hornbruch reports he finished editing a book by Jim Gibbons, a local author, *Jogging Down Memory Lane*.

President Wang reports that teen librarian Kipapa Kahelahela submitted a Community Seed Library report (attached below).

The meeting was adjourned at 11:20. The next meeting of the F.O.L.K. Board of Directors will be November 17<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 2

Category

SHARE DRAFT CHECKING

<b>INCOME</b>	<b>\$633.86</b>
DONATIONS & GRANTS	\$100.00
Individuals	\$100.00
FUNDRAISING INCOME TAXABLE	\$118.36
Ebay Sale	\$118.36
Membership Dues	\$415.50
<b>EXPENSE</b>	<b>-\$1,557.10</b>
ADMINISTRATIVE EXPENSES	-\$61.50
EQUIPMENT & SUPPLIES	\$0.00
MEMBERSHIP EXPENSES	-\$61.50
PAYPAL	\$0.00
Postage	-\$61.50
COST OF SALES	-\$188.32
Ebay/PayPal expenses	-\$188.32
LIBRARY ASSISTANCE	-\$1,001.24
Maintenance	-\$701.73
Kailua Kona	-\$701.73
Programs	-\$299.51
Kailua Kona Children's Library	\$0.00
Kailua Kona Summer Reading	-\$199.51
Kailua Kona Young Adults Library	-\$100.00
Taxes	-\$306.04
<b>TOTAL</b>	<b>-\$923.24</b>

### Membership Report

#### **Membership Report**

**F.O.L.K.**

**September's data for October's Board Meeting**

*Book Sale*

COVID19 – No lanai sale held

#### **Membership**

There were 361 members on our roster this month, of those 264 are members in good standing.

#### **New Members**

### **Renewals, Edits, Updates, Issues**

12 renewal reminder postcards were mailed and **8 renewals** were received.

### **In Memoriam**

1. Emailed Sally 09/10/2020 to request a watercolor or art picture book in memory of Joan Kitchen 09/2020 **Associate Level** donation received from:  
John Kitchen

### **Member Deletions: 7**

## Community Seed Library Report

### **CSL Quarterly Report to FOLK Board/July-September 2020**

- **We gave away hundreds of seed packets:**
  - July: 125
  - August: 120
  - September: 150
  - Grand total for period: **395 packets**
- CSL members continue to receive monthly updates of the seed giveaway list
- CSL continues to receive donated seeds from its members and these seeds are processed for offering back to members in subsequent seed giveaway lists
- CSL has **received \$15. in donations** during the reported period
  - August 4: \$10.
  - October 9: \$5.
- Free seed giveaway will continue until further notice
- **Current remaining donations balance for the purchase of seeds and office supplies: \$366.11.** 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 w/ Maile							
1/4/2020	Melrose	\$ 100.00	35	\$ 15.00			\$ 296.98	FOLK Calabash donations
1/7/2020	Office supply purchase					\$ 45.38	\$ 251.60	Amazon FOLK visa; seed 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 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 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	
8/4/2020	Donation			\$ 10.00			\$ 361.11	