

FRIENDS OF THE LIBRARIES, KONA

F.O.L.K. BOARD MEETING MINUTES – September 21, 2021

The September 21, 2021, meeting, held via Zoom video conference, was to order at 10:06 by President Pamela Wang. In attendance were Vice President Shirley David, Treasurer Barbara Isley, Secretary Arne Werchick, and Board members Ken Guerra, Fred Hornbruch III, Joyce Kimball, John Kitchen, Suzanne Dmytrenko, and Bev Stehley. Excused: Mardee Richardson. Staff: Kailua Kona branch manager Katy Tipton; Kealakekua Librarian Judy Andrews.

Book Club/Activities: Bev Stehley regrets she cannot continue as a Board member and running the book club. John Kitchen suggests having “guest book club hosts” but Barbara Isley points out that this is pretty much how it already operates, with a different member leading the discussion each month. Bev describes the responsibilities of the person in charge: to supervise the annual selection of titles for the next year, remind members of the dates and titles for each meeting, verify the books are available at the library and returned if borrowed from the F.O.L.K. supply at the library information desk, set up chairs and clear at the end of the meeting; in all it requires about two hours per month. The Board will begin a search for a replacement.

The minutes of August 18, 2021, meeting were approved. MSA.

Treasurer’s Report (see reports attached). Barbara observes that we are starting to get some money from lobby book sales, \$372 in August. Maintenance expenses were high this month because of carpet cleaning in Kealakekua. Total assets are \$37,327. Treasurer’s report accepted. MSA

VP/Historian/Scholarships: Shirley David suggests scholarships may be awarded sooner in the future to permit use for summer school programs.

Programs: Suzanne Dmytrenko spoke with Javier about disposal of outdated electronic equipment currently stored in the Pit. She will work with Katy Tipton about procedures.

Newsletter: Joyce Kimball says not much happening with the newsletter.

Little Library Project: John Kitchen updates the little library project. Old Airport Walking Path Kona Mauka Rotary Club says will be ready soon. Lanihau Center in front of Oshima Store is OK. HI Humane Society at Keauhou will put in a little library. Waiting on Kona Hospital, Keauhou Shopping Center and some others. Ken notes the little libraries are self-sustaining, not looking for F.O.L.K. to provide additional books. Only Denny’s and Poi Dog Deli are being replenished by F.O.L.K. Ken did receive requests for books from some who are

connected with other little libraries. Suzanne reports the sign above the book shelf at Denny's is thoroughly inadequate and needs to be replaced, giving recognition to F.O.L.K. and the library. The current sign is a big poster board that doesn't mention Friends of the Libraries (just initials). Ken says we should develop a uniform sign to be used on all F.O.L.K.-sponsored little libraries. Suzanne, Ken, Mardee, John and Joyce will collaborate.

Ways and Means: Ken Guerra updates book inventory. He expects to close out the Kealakekua book storage locker shortly so will be down to one outside storage unit. The Pit is ready to go -- books are sorted and priced. The limitation now is access and numbers of people, so pretty much at a standstill. The goal is to be able to bring books directly from the van to the Pit, not using UHaul as a staging area. But this depends on the ability to move books at the other end awaiting future sales. Also limited because we don't have volunteers to work with because of current limitations of library hours and storage. We have in stock plenty of children's books and young adult titles.

Premium Level Memberships: President Wang presented a review of premium level F.O.L.K. memberships since 2018 (attached).

Kailua Kona: Librarian Katy Tipton reports the state has received a bid for the new air conditioning unit, hoping for installation next January or February. Currently it is still too hot to have people in the library in the afternoons so will continue public hours of 9:00 a.m. to noon. Most people have been cooperative about showing vax cards but a few protest. State has not announced how long the library will be closed on Wednesdays. She requests \$100 for special projects such as *Take and Makes*. MSA Also \$289 for filter for the air purifiers. MSA Security officer is back.

Kealakekua: Librarian Judy Andrews reports the carpets look great after cleaning underwritten by F.O.L.K. The branch does not have a security guard; the front door is kept locked, and staff takes turns requesting a vax card or test results and photo ID. Most people have been very nice; a few protesters. Judy thanks F.O.L.K. for paying for supplies to re-fit the break room, awaiting delivery next Friday. Shirley asks re training of branch staff to handle U.S. passport applications: staff have passed the federal test. In the near future the branch will be a passport application acceptance facility. The local fees collected will go to HSPLS, not Kealakekua branch.

Fred Hornbruch notes his committee continues to supply books after Saturday morning sorts. Bev wonders if each Board member would adopt one little library; Ken points out logistical problems of scheduling.

Old Business:

None.

New Business:

None.

Next Meeting: October 19, 2021, 10:00 a.m. in person on the lanai (outdoors) at Kona branch library. Suzanne Dmytrenko and your humble secretary will be absent.

Meeting Adjourned: 11:40 p.m.

Respectfully submitted
ARNE WERCHICK,
Secretary

Reports attached:

Premium Level F.O.L.K. Memberships

2018-2021 F.O.L.K. Premium Level Membership Revenue

Year	Patron Level \$500	Sustaining Level \$100	Associate Level \$80-\$50	In Memoriam \$500-\$50	Income	Number of books added to our libraries
2018	0	8	11	0	\$1,380	19
2019	1	10	5	0	\$1,750	16
2020	0	16	11	3	\$2,300	30
*2021	0	12	15	5	\$2,600	28
TOTAL	1	46	42	8	\$8,030	93

**2021 numbers are for 8 months: January-August*

Membership Report

**August data for September Board Meeting
Membership**

There were 285 members on our roster this month, of those 214 are members in good standing.

New Members – 2

New Friends – none this month

Renewals, Edits, Updates, Issues

18 renewal reminder postcards were prepped and sent. **15 renewals** were received.

In Memoriam – none this month

Treasurer's Reports:

NET WORTH: AUGUST, 2021

TOTAL ASSETS

Asset Category	Asset Value
Checking Account	\$4,170
TD Ameritrade Cash	\$6,200
TD Ameritrade Investments	\$26,957
Total assets	\$37,327

TOTAL LIABILITIES

Debt Category	Liabilities
B4B	\$1,345
Grants (\$200 ea. branch)	\$400
Unpaid checks and Visa	\$2,613
Total Debt	\$4,358

TOTAL NET WORTH:

\$32,969

Report: Accounts Summary Copy 2

Last Month: 8/1/2021 - 8/31/2021
2 Accounts, 87 Categories

Category

SHARE DRAFT CHECKING

INCOME	\$1,636.13
DONATIONS & GRANTS	\$571.63
Amazon Smile	\$45.43
Individuals	\$526.20
FUNDRAISING INCOME TAXABLE	\$410.49
Ebay Sale	\$38.49
Kailua Kona Lobby Sales	\$372.00
Membership Dues	\$654.01
EXPENSE	-\$1,833.08
ADMINISTRATIVE EXPENSES	-\$50.65
MEMBERSHIP EXPENSES	-\$50.65
Printing	-\$50.65
COST OF SALES	\$23.09
Ebay/PayPal expenses	\$23.09
LIBRARY ASSISTANCE	-\$1,805.52
Books	-\$677.27
Kealakekua	-\$677.27
Maintenance	-\$928.25
Kailua Kona	-\$175.89
Kealakekua	-\$752.36
Programs	-\$200.00
Kailua Kona Young Adults Library	\$50.00
Kealakekua Summer Reading	-\$250.00
TOTAL	-\$196.95