

FRIENDS OF THE LIBRARIES, KONA

F.O.L.K. BOARD MEETING MINUTES

December 21, 2021

The board met in person with masks at the Kailua Kona Library lanai. The meeting was called to order at 10:05 am by President Pamela Wang. In attendance was VP Shirley David, Secretary Julie Leonard and Board Members Ken Guerra, John Kitchen, Joyce Kimball, Fred Hornbruch, Suzanne Dmytrenko, Bev Stehley and Mardee Richardson

Kailua Kona Librarian Katy Tipton was present.

Excused were Treasurer Barbara Isley and Kealakekua Librarian Judy Andrews

No guest in attendance

Minutes from November 2021 had been circulated electronically and were accepted as sent.
MSA

Treasurer's Report: Barbara Isley is absent on a cruise. The November financial report submitted via email was reviewed in the absence of the Treasurer. President Pamela reminded all present to consider the Amazon Smile program opportunity to raise funds and that we might want to remind our friends.

VP/Historian/Scholarship: Shirly David: Scholarship documents are in progress. There was a motion to approve up to \$4000.00 in scholarship monies for students pursuing and advanced degree in Library Sciences. There is possibility of increasing the scholarship if more funds become available. MSA

Programs: Suzanne Dmytrenko: Susanne reported that she is working with Javier to catalog computer equipment prior to taking to the recycling center in Hilo. F.O.L.K. will rent a truck and pay the recycling fee.

Science and Little Libraries: John Kitchen: New business: Suzanne and John will plan a Science program when capacity limits at the library are confirmed.

Action from last meeting: John to discuss how to get books to the Little Libraries this with Sam Johnson of Mauka Rotary. John reported that Sam Johnson offered to refill the empty library at the Lanihau Shopping center if we drop books off at the Fish Hopper but it may be more efficient if we just fill the LL directly. Karla Holmquist will be contacted by Fred to coordinate delivery of the books directly to Lanihau as she has offered to help. Shirley David reported that she takes books to Dennys already and Mardee Richardson reported that Tutu and Me preschool is going to volunteer to fill the Little Library at Denny's as well. Trish McGraw will continue to deliver books to the Poi Dog Deli L.L. Several Board members walk at the Old Airport and refill that L.L.

CSL: On Hold

Book Club: Bev Stehley reported that she is ready to resume the book club in February if the Covid 19 pandemic guidelines allow. She will take a poll to determine what time the club will meet. A new book club title list will be developed so that Katy can order several copies of each months books from other libraries in advance. This month F.O.L.K. ordered five copies of Lincoln Highway, the first book of the year, at \$20.00 each, from Amazon for club use. T

Publicity: New Business: Joyce requested that all board members submit their piece for the Annual Orchid Newsletter ASAP.

Action from last meeting: Julie will initiate an Instagram and Facebook page. Julie reported that she initiated a FB page but it was removed by Facebook. Customer service has been contacted and she will continue to pursue a Social Media presence. Joyce is working on Newsletter articles. She requested photos of all events.

Ways and Means: Ken Guerra: *Action from last meeting: Food and Craft Fair. The Honda Dealership Food and Craft Fair was cancelled due to rain.* Ken reported that there are plans to do another Food and Craft Fair January 15, 2022 and that we will host another book sale then. The theme of the Fair is Made in Hawaii so we will be primarily selling Hawaiiana themed books. We will resume the plans from last month: A tent and 6 tables will be set up by board volunteers. Teams of two board member volunteers will serve for two hour shifts. Volunteer identification tags will be available at the tables. A team will return to close down the tables and return books and supplies to the library. Along with books for sale there will be membership forms available. All volunteers are encouraged to bring paper bags for customers. It was discussed that book sales on the Library lanai might resume in April.

Also discussed was that the Library will begin to accept used book donations again on Wednesdays. Also Kona Bay Books has offered to be a donation site for used books for the Library to sell. The public can drop off books there and let them know it is for the Library.

A discussion to resume the used magazine shelf at the front of the library. Katy will discuss with her staff.

F.O.L.K. is still storing books at U haul but the LL's will be restocked from books in the pit to reduce the number of people accessing U haul.

Outreach/At Large: Fred Hornbruch: The Annual Meeting will be held 1/25/2022 at 10:00am. We will host guest for the second hour from 11:00-12:00.

Membership: Mardee Richardson: November data

There were 278 members listed on our roster, and of those 216 are members in good standing (dues paid).

There were 2 new members in November and 5 deletions.

2021 Premium Level memberships, renewals and in memoriam revenue: \$3,230

Breakdown: Sustaining: 17, Associate: 11, In Memoriam: 7

35 new books were added to our libraries collections (9 for Kealakekua and 26 for Kailua-Kona)

Kailua Kona Branch: Katy presented info about the pop ups that were held in front of the library last month. There are plans to continue pop ups twice a month with representatives from Legal Aid, Housing Assistance and Medicare application assistance.

A security system and camera have been approved and the new library Air Conditioning system is planned to be installed by May 2022.

Katy reported that Madison has left and that this is Elizabeths last month. The State has approved on temporary position. The State had authorized increased hours for the library adding Wednesday from 9:00am to 12:00 pm beginning on January 5, 2022. *This increase in Library hours was rescinded by the end of the meeting by the State officials.

Suzanne recommended hosting a program on current Covid 19 issues and suggested inviting a Physician from Public Health for the presentation when increased capacity limits are in place.

Katy reported that Jennifer Young, the Children's librarian distributed 50 Take and Make kits, 40 Ohia Love kits, and compiled 60 book bundles for kids. Jennifer requested funds for the following items:

Farm to Keiki series \$88.83 MSA

\$500.00 for activity kits to be distributed from January to May 2022. MSA

\$335.00 to enhance the Keiki Hawaiiana section, MSA

Kealakekua Branch: Lobby sales totaled \$94.25

New Business: 2022 Appropriations for Friends of Kona Libraries, Kona F.O.L.K

Adopted December 21, 2021

1. **Discretionary Funds:** for the fiscal year 2022 funds will be made available to the Kailua-Kona Branch and the Keylakekua Branch in the amount of \$1,200 each to be used at the librarians' discretion and according to the Policies and Procedures for the Disbursements of Funds. MSA
2. **Events:** For the fiscal year 2022 \$1,200.00 is appropriated for events at the Kailua-Kona Branch and \$1,200.00 for events at the Kealakekua Branch. In addition, \$600.00 will be available for special science events at either or both branches. The budget for the Community Seed Library shall be \$1,200.00 MSA
3. **Book club:** For the fiscal year 2022 a budget of \$900.00 will be made available to the Activities Chair for the F.O.L.K. MSA
4. **Scholarships:** For the fiscal year 2022 up to \$4000.00 will be made available for Scholarships to student pursuing an advanced degree in Library Sciences. MSA

Guest: None

Adjourned: 12:04

Next meeting : January 25, 2022 at 10:00am

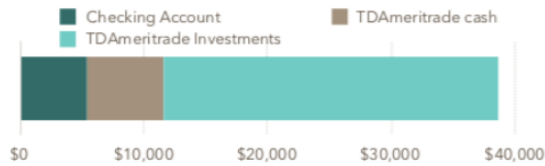
Respectfully Submitted by Julie Leonard, Secretary

Reports attached:

NET WORTH: NOVEMBER, 2021

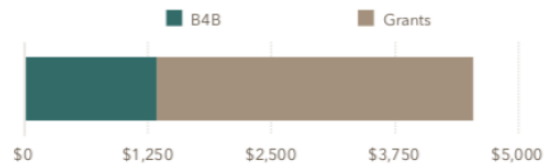
TOTAL ASSETS

Asset Category	Asset Value
Checking Account	\$5,462
TD Ameritrade cash	\$6,201
TD Ameritrade Investments	\$27,073
Total assets	\$38,736



ACCOUNTS PAYABLE

B4B	\$1,345
Grants	\$3,200
Unpaid Checks and Visa	\$423
Total liabilities	\$4,968



TOTAL NET WORTH: \$33,768

Report: Accounts Summary Copy 2

Category

SHARE DRAFT CHECKING

INCOME	\$526.71
DONATIONS & GRANTS	\$49.95
Amazon Smile	\$49.95
FUNDRAISING INCOME TAXABLE	\$261.40
Ebay Sale	\$144.40
Kailua Kona Lobby Sales	\$61.00
Kealakekua Lobby Sales	\$56.00
Membership Dues	\$215.36
EXPENSE	-\$573.73
ADMINISTRATIVE EXPENSES	-\$6.06
MEMBERSHIP EXPENSES	-\$6.06
Printing	-\$6.06
COST OF SALES	-\$9.20
Ebay/PayPal expenses	-\$9.20
LIBRARY ASSISTANCE	-\$558.47
Equipment	-\$289.99
Kailua Kona	-\$289.99
Maintenance	-\$175.89
Kailua Kona	-\$175.89
Programs	-\$40.29
Kailua Kona Children's Library	-\$40.29
Subscriptions	-\$52.30
Kealakekua	-\$52.30
TOTAL	-\$47.02

