

# MarLA Board Meeting Minutes 12.9.19

In attendance: Jim, Lori, Mary, Tom, Loralee, Emily; potential new members Annie and Max

## Secretary's Report

Most recent meeting's minutes were emailed out to board members and are also in the Google Drive folder.

## Treasurer's Report - Lori

Total balance: \$123,054

We are within \$2000 of meeting our budget. Donations are still coming in.

The film society changed their mind and decided they would have the library manage their money, which is why there isn't anything there for 2019.

Minnesota Society of Library Friends has a grant opportunity that Mary and Loralee are working on. We were denied last year but are trying again

Oscar Night - We have always said that Oscar night supports doc nights, but so far extra revenue has just gone into the general fund. It would be good to restrict the Oscar night funds for doc nights. Currently, doc night runs on grants, so this would be a backup fund. Jim will bring this year's liquor license to Lynette for approval.

Year-End Individual Thank You Gift Certificates: We gave them to the city workers last year, but couldn't think of anyone we thought who should get them this year.

Jordan Bequest: Request to access funds was approved. We will need to make sure to get it from the City when they receive it, and check that it matches what is expected.

## Committee Reports

### Adult Programming

Already have 7-8 events planned for next year

- Jan 17: birthday party with Laurie Allman
- Feb 8: Oscar Night
- Feb 20: Mark Mahlman/Happiness Playlist
- May: fundraising concert
- Sept: federal judge
- Nov 12 or 19: Diane Wilson, author from Shafer

Last week's doc night had 150 people but seemed very crowded. Perhaps the seats were not set up right. It would be good to have a standard set-up, probably with tape marks to show where to start.

Using the screen on the stage allows for another row of chairs. (Note from Lorelee: in my row, the gentleman sitting next to me mentioned that he thought there should be 6 seats on each side in each row - there were 5- so 3 pairs could sit.)

### **Art**

Jan/Feb: Moira Bateman

Mar/Apr: another Pine Needles artist

May/June: Rick Benson from Marine - unusual, fun art

### **Children's Programming**

Storytime with Suzanne is set through April

Game Night is the second Friday of the month through March

First Tween Scene is Friday, January 24, with snacks and activities

Art and Science Camp registration will open on Feb. 1<sup>st</sup>

April 4 - Comedy Sportz improv

### **Collections**

Close to budget; Kay and a few members will wrap up spending within the next week or two.

Kay will work on operating procedures, and see about training one or two more people to process books.

The board will discuss the Taco Daze Book Sale with Christine Maefsky. It's good exposure but a lot of work.

### **Fundraising**

Oscar Night coming up: \$30 tickets, 84 seats; good annual fundraiser

The annual campaign seems to be going well; many donors give in December.

We applied for the Hugh Anderson grant and will know if we got it by after the HJA board meets in Feb 2020 (Lorelee checked letter). Robin had applied in previous years and we'd gotten it. The grant is \$1000.

John Gorka concert in May: planning is going well. Discussed changing ticket prices - last year we raised it to \$40 for Sound of Simon. It was decided to keep the price at \$40, partly because Gorka's shows sell for \$40 in the Cities, and partly because we'd raised it last year. We might think of something else to sell at the concert to help raise more funds.

Purpose of donations discussion: People often like to envision what their money will specifically go towards, so we may need to clarify our appeals. Possible idea: remodeling the checkout/window area.

### **Communications**

Mary and Lorelee are currently working with Sue Knapp on an informational brochure targeting new residents and that is going well.

We need to put the new hours on the bookmarks, and think about redesigning them.

We discussed the purpose of the newsletter, and it does seem to be a way for some people to get information. However, people are also saying they don't find out about events. We may want to add a monthly update. Everything is on the website, but we may want to start using Twitter, Instagram, and Facebook more to promote specific events. Relatedly, we are asking the Messenger to consider giving us our own spot for events, rather than mixing library events in with other community events.

Also: there are more batteries for the Christmas tree lights' battery pack in the bottom drawer of the circulation desk.

### **Operations**

Juanita is continuing with the archiving project. From 9am-12pm on Dec 14, she will be available for help and worktime to transfer files to OneDrive. She plans to be done by the end of December.

Website: currently working on updating documents. Sue Knapp got bids for a rebuild from Bjorn and Chris Hansen. Coordination with the City's new website may not work out.

Volunteer refresher trainings are happening this week.

### **Strategic Plan**

Expires in 2020. As we were missing several members this meeting, discussion was tabled until our February meeting, with the benefit that it will be a good way to provide historical information and future goals to new board members.

We may also want to incorporate a vision into our next strategic plan. Think about what our vision is for the future. Some suggestions:

- Financial: endowment fund creation (and if we had an endowment fund, we might be able to move the Jordan Bequest to it and manage it ourselves)
- Community Engagement: loans of items, coordination with the Folk School, new events

### **Succession**

Four people have been identified as new board members. They include:

- Lynne Bjorkman - will likely take over as treasurer, from Jackson Meadows

- Elaine Larsen - from May Township
- Annie Minnich - Marine, parent of elementary age children
- Jan Hunton - from May Township
- Max - from Marine, our first Youth Advisor

New board member slate will be voted on at our next meeting on either February 10 or 17. We need a quorum and many people may be out of town. Watch for an email from Jim solidifying the date.

## **New Business**

### **Board Emeritus Members**

We discussed if this should be a formal group, to keep people involved. However, most people stay active on committees. It would be helpful to have a list of people, when they served, and the committees they are on. We have a list already and would just need to add the committees.

### **New Countertops for the Hall**

Tom got a bid from Jeff Black for \$1500 for light maple veneer countertops with a hard-wearing varnish. They are 70 lbs. so the frame would also need to be replaced. Some trim also needs to be repaired. Jeff does very nice work, and he and his wife support the library in other ways. A motion was made and passed unanimously to ask Jeff to go forward. Tom will tell Jeff that installation between January 1st - 17th would be convenient, but that it can be later if he's already booked.

### **Limit on New Releases**

A patron has been checking out a lot of new books at once, and we discussed whether there should be a limit on the number of new releases a patron can have at one time. We decided it might be uncomfortable for volunteers to enforce this. A sign will be posted, asking patrons to be thoughtful about their new release choices.

### **City Council Meetings**

Jim will cover this week.

Mary will cover January 9<sup>th</sup>.

Next Meeting: February 10 or 17 at 7pm. Watch for an email from Jim. Happy Holidays!