

MarLA Board Meeting
February 20, 2023 (MCL/Zoom)
7:00 p.m.

Members Present: Beth Honetschlager, Jim Maher, Elaine Larson, Janice Hunton, Annie Minnich, Lynn Bjorkman, Mary Burke, Anne Keogh, Deb Yanker Black, Laurie Schmidt, Sophia Spizak, Kathy Scoggin.

Agenda

Welcome and Call to Order – Jim

Reading of Land Acknowledgement Statement – Jim

Installation of new board member - Jim

- Jim moved to approve Kathy Skoggin as a new board member. Deb seconded, unanimous approval. Kathy is part of the children's programming committee, library volunteer, and has been a public school teacher.

Installation of officers - Jim

- Lynn moved to continue all the present officers in their roles. Deb seconded, unanimous approval.

Agreement with the City - Jim

- Beth, Jan, Lynn, Mary, and Jim have been involved in discussions with city council members Bill Miller and Lon Pardun to finalize the agreement. Our position is we don't want to cost the city anything, so we are going to start paying the utilities associated with the library space. The exact dollar amount is still being determined. We will continue to pay our share of cleaning of the Village Hall, and we are in the process of reviewing our insurance coverage to make sure we are covering all of our needs with no redundancy of City coverage. Also, we are looking into some energy-efficient measures can be taken for the library space to lower heating costs.
- Clarity is needed for the ninth statement in the agreement referring to use of school property.
- Clarity is needed for the seventh statement in the agreement referring to cleaning costs. We currently pay about half of the contracted cleaning for the Village Hall for the library space, entry way, and bathrooms.
- Deb moved to proceed with the Memorandum of Understanding as discussed, provided that we can gain clarity on the items listed above and finalize the utility numbers associated with our space. Laurie seconded, unanimous approval.

Secretary's Report – Beth

- Minutes of December 2022 meeting were presented.
- Discussion: none
- Lynn moved to approve the minutes as presented, Anne seconded, unanimous approval.

Treasurer's Report – Anne

- Current financial position is strong.
- Budget approval - Anne presented the budget for approval. She added \$3000 for River Radio

for upgrading equipment, getting music rights, and publicity to grow the audience. Jim will provide details of costs as they occur. She increased the annual fund drive goal to \$15,000.

- A question was raised of how to designate donations either to the annual fund drive or to the endowment. Further discussion is necessary.
- Contributions are being received in honor of Joyce Leslie, and they will be directed to collections.
- Discussion: we need to add a line item for utilities as outlined in the Memorandum of Understanding with the City once we have firm numbers for those costs.
- Lynn moved to approve the budget as presented once utility costs are added. Deb seconded, unanimous approval.
- Investment of surplus funds
 - Option 1: I-bonds. money has to be there at least a year, if withdrawn between 1-5 years, we lose 6 months of interest, and after 5 years there are no restrictions for withdrawals. \$10K limit per year. We already have \$20K invested. 6% current yield.
 - Option 2: CDs with Edward Jones. most liquid, can do short terms, current interest rates are good.
 - Option 3: Endowment. 5-6% targeted return. We would have access to earnings from endowment yearly, but we can't touch the capital.
- Discussion: Beth asked if we should wait until we go through the strategic planning process to decide what to do with the money, not to tie it up too much until we know what our vision is for the future of the library. Long term goal is to have an endowment that funds our operating expenses. Anne and Jim are leaning toward CDs at this point.
- Jan moved to invest money in short term CDs, with the dollar amount to be determined by treasurer. Deb seconded, unanimous approval.

Strategic Plan – Laurie

- The strategic planning committee aims to present one or more drafts of a vision statement at the April 17, 2023 board meeting. They will also bring summary of potential weaknesses and threats to the organization that will be useful in shaping our top strategic goals.
- They are asking all board members and invited guests to participate in one visioning session, set for March 20, 2023 from 6:30 - 9:00 pm, location TBD. Homework to prepare for this meeting will include reviewing the SWAT analysis completed last year, and answering two questions: what are most important elements to include in the vision, and what threats/weaknesses must be addressed? These survey results will be shaped and brought to the visioning session.

Committee Reports

Children's Programing – Kathy

- The science/art summer camps will likely fill quickly as they have in the past. Tuition for the camps was increased slightly this year, and scholarship funds are available as needed.
- The two weeks of summer camps will be held at school again this year, because the venue works well for presenters and participants. Kathy mentioned a slate of new and returning presenters.
- Family fun nights continue to be offered.
- The committee is working on a possible collaboration with the Marine Village School for Earth Day.

- An April 1 family event will include a performance by a magician, details forthcoming.
- Third Thursday, volunteers are reading at the village school.
- The library will possibly start story time when it gets warmer.
- Discussions of the summer reading incentive program are in progress.
- Kathy feels we need to review our outreach and publicity methods to reach our audiences for children's programming more effectively.

Operations – Mary

- Two new volunteers were brought on board.
- The operations committee will discuss ways to retain volunteers longer after they have been trained in.
- Mary asked us to think about ideas to increase traffic in library. Evenings are especially quiet after 6:00.

Adult Programming – Jim

- We are planning an April program in collaboration with Science museum research station. Jack Matlock will discuss what Greenland is showing about climate change.
- Anna's bistro can provide beer and wine service on contract basis for events such as Doc Nite and library fundraisers.
- Laurie proposed the idea of small group focused discussions as an addition to adult programming and as a potential way of increasing traffic to the library. These events would be centered around a single idea, perhaps with a suggested short reading to help spur conversation, and would not require a long commitment of time.

Collections – Beth

- The committee will meet next week, so she will report at the April meeting.

Communications – Elaine

- The committee is busy promoting programs of winter and spring.

Fundraising – Jim

- John Gorka concert plans - March 11, piano tuner will come assess the piano to see if it is worth tuning and repairing, working on menu for food items.
- Anna's Bistro will provide beer and wine, we need to provide food. Details of profit-sharing are still being discussed.

Endowment – Jim

- Lynn mentioned the need to plan a publicity release about the endowment, in connection with an official launch event.
- Jim is planning a meeting with Fran Miron to talk about the Jordan Bequest, in hopes that we can we take ownership of the money now that we have the endowment.

Art – Jim

- A show featuring Virginia Averill will be displayed from March through May.
- A show featuring Tom Maakestad will be displayed from June through August.

Other Business

- We have seen a draft of the annual report from Lorelee, but we don't know as yet when it will be completed. This is the first-ever "annual" report, and we are hoping to have it refreshed a bit more frequently than every ten years!

- Let's be prepared to participate in the volunteer fair again this year, as it has been good for us to increase our visibility in the community.

**Next board meeting:
Monday April 17, 2023
Adjourn time 8:49 p.m.**