

FRIENDS OF THE BARABOO PUBLIC LIBRARY
ADVOCACY, FUNDRAISING, VOLUNTEERISM
BOARD MEETING MINUTES
Tuesday, June 12, 2018 - 5:30 pm
Jose's Authentic Mexican Restaurant, Baraboo

- I. **Call to order:** Meeting was called to order at 5:40 p.m. by Board President Sara Roltgen with Pat Shear as Recording Secretary. Others attending were Jessica Bergin, Maria Kopecky, Maria Luisa Ramos Romero. Absent were Jean Funke and Jennifer Watts.
- II. **Review of agenda:** No additions or corrections.
- III. **Minutes of May 8, 2018 meeting:** Motion to approve made by Jessica Bergin, seconded by Maria Kopecky. Motion carried.
- IV. **Treasurer's report:** Filed for audit.
- V. **Secretary's report & correspondence:** The Board received a thank you note from outgoing Library Director, Meg Allen in appreciation for her retirement party and gift.
- VI. **Standing Committee reports**
 - A. **Director's Report:** MSA will be the architects for Phase 1 of the building remodel. The Library Board will create a strategic planning committee composed of people from the Library Board, Library staff, city administration and possibly the Friends group.
- VII. **Special Committee reports:** None
- VIII. **Unfinished Business**
 - A. **Charcoal drawing event summary:** There were 13 attendees for this fund-raising event. Rob Gorder donated \$280 to the Friends. A thank you note will be written to send to him.
 - B. **May book sale:** Sale was very successful.
 - C. **Book sale procedures and policies -establish a committee:** Discussion on value of forming a small group to work with Lena on the book sales so that any questions or issues get handled promptly. Committee could deal with items i and ii below.
 - i. **Sale of valuable items: books, artwork**
 - ii. **E-bay discussion**
- IX. **New Business**
 - A. **Annual Volunteer Recognition Event:** Motion to provide \$500 cover the cost of a volunteer recognition event made by Pat, seconded by Jessica. Motion carried.
 - B. **Book Page subscription for the library:** Motion to purchase 100 copies per month of Book Page at a yearly cost of \$528 made by Jessica, seconded by Maria. Motion carried. Jessica will create a "donated by FBPL" label and we will look for volunteers to label these each month.
 - C. **Young Professionals Group meeting - June 21, 5:30pm:** Motion made to provide \$50 for refreshments made by Maria, seconded by Pat. Luisa will purchase the refreshments and she and Sara will represent the Friends at the meeting.

D. Processing discarded library books: Request will be made to solicit volunteers to help with “unprocessing” library books. Notice will be placed on Facebook page and Friends’ members will be contacted.

E. Date of annual meeting - January vs. September: After discussing of the pros and cons of a January vs. September meeting it was determined to hold the next annual membership meeting in January 2019. Work on the annual appeal letter will start in November 2018.

F. Approval of disbursement requests:
\$10.00 Luisa Ramos Romero--stamps

X. Next meeting date - (break for July) Tuesday, August 14, 6:00pm, Civic Center, room 18

XI. Adjournment: Meeting was adjourned at 6:43 p.m.

Pat Shear – Meeting Minutes Recorder
June 12, 2018