AGENDA
Friends of the Library Board Meeting
Monday, December 10, 2018 at 1pm

1. Call to Order/Verify Quorum
2. Introduction of guests
3. Opening Remarks
4. BARLD Report
5. Foundation Report
6. Library Directors Report
7. Approval of previous minutes
8. Treasurer’s Report/Fundraising
9. Communications
10. Committee Reports
11. Old Business
   • Follow-up on the name change
   • Nominating Committee—Donna Harris
   • Big Give Registration and Committee
   • Christmas decorations
   • Preparations for annual meeting January 24 at 5 PM
12. New Business
   • FOL Board meeting Nov. 29
     ➢ 2019 Budget
     ➢ Audit response
     ➢ Policy Review
13. Calendar Review
14. Adjournment
COMMITTEE REPORTS FOR NOVEMBER 2018

Book Nook Committee—Maria Kellar, Mary Pettit, Linda Quintero, Karen Schmaltz

The Book Nook made $332.25 from the sale of regular books, $1259.13 from bag sales, $14.78 from note cards, $4.62 from t-shirt sales, $92.39 from tote bags, and $7.05 from cash donations. We sold 95 hardbacks, 96 paperbacks, 73 trades, 60 children/juv/ya, 74 CDs/DVDs/Audio Bks, 7 ex-library hardbacks, 8 ex-library paperbacks, 204 sale books, 1 puzzle, 16 note cards, 1 Summer Reading T-Shirt, 5 tote bags and 161 bags of books. On Nov 1, Susan notified us that the Book Nook would have to vacate it’s current location by close of business Nov 15 so construction could begin in the foyer. The committee quickly decided to have a bag sale and began preparations. Bags were sold for $10 from Nov 6 thru Nov 11, and bags were sold for $5 from Nov 12-Nov 13. Things started to happen on Nov 14. With Maria, the organizer bunny, as our leader; Clare, Mary P, and Linda, along with help from Athena, managed to empty the Nook by 1200 Nov 14. The Book Nook was empty, and the Bulverde Thrift Shop picked up the shelves on Nov 15. Somewhat sad to see it empty, but we look forward to our new digs (and furniture) when the library expansion is completed. We took the opportunity to weed thru books on the shelves since many had been on the shelves since we moved in 2007. There were lots of books for Virginia to take. Susan identified a space and provided some shelves for a temporary operation. The BN committee met on Nov 28 to strategize on how to use the space and what items to sell. Since we only have 8 shelves for books, we will only put out a limited number in various categories. Mary will have one cart for children, juvenile and young adult books. We plan to start selling books on Fri, Dec 14. An eblast will go out to FOL members first, then we will ask Lacey to send out to all patrons. We need good signage since the location is obscure and patrons will have to follow the Book Nook road. Because of construction and limited space, we are not accepting donated books currently. We will probably start taking them after the 1st of the year. We will request patrons limit donations to one bag or banker-size box at a time. as the contractor will be constructing a door in the FOL workroom in mid-January. We will do our annual inventory at the end of the year, probably on Dec 30-Dec 31. Should be easier this year since we have less inventory.

Bus Trip Committee—Donna Harris

There was a bus trip to All is Calm in November. It was well attended and was a fantastic performance. We have our Holiday Pops trip December 16, with dinner at Aldinos. Ticket sales @ $85 close on December 7th so do not have final numbers at the time of this report but will have more info at the meeting on the 10th. This trip has our best seating at the symphony to date, with tickets valued at $70, plus a meal valued at $41 so this is a fantastic value.

Electronic Communications—Linda Quintero

We sent out the following eblasts in November with open rates as shown: Committee Reports (38%), Volunteer Hours (36%), Holiday Pops Bus Trip (43%), Request for Board Members (47%), November Newsletter (53%), Bag Sale Reduction (43%), Veterans Day Thank You (44% and 53%), November All is Calm Bus Trip (47%) and Book Nook Temporary Closure
Bus Trip, Veterans Day, Book Nook Closure and Bag Sale emails were also sent out the Library Robly system to all patrons. We submitted our prepayment to Constant Contact for $333.

**Fundraising—Linda Quintero**

We added $4.62 from T-shirt sales and $92.39 from tote bags to our board designated funds for the library expansion. This brought the total to $28,193.58. At the October Board Meeting, the Board approved bringing the total to $30,000 so an additional $1806.42 was reclassified from undesignated net assets to the Board Designated Funds for the Expansion. An additional $100 was added to donor designated funds for the expansion bringing the total to $11,500.

**Hospitality Committee—Linda Quintero**

The hospitality committee was asked to provide 2 volunteers to help with the Happy Trails Christmas Event on Saturday, Dec 15 from 1 to 3 pm, at the Library Annex lot. They will help serve cocoa and cookies. Peggy Hamm, Bev Lemes, and Mary Retchless volunteered. Mary Lu Zellers will provide backup if needed.

**Membership—Gene Carnicom**

FOL monthly membership summary:
New members 6
Renewals 1
Honorary Members 5
Life Members 56
Regular Members 165
Business Members 1
Staff Members 23
Total Membership 250