**Friends of Peninsula Community Library**

Meeting Minutes, Wednesday, July 17, 2024

The meeting, held in the Community Room of PCL, was called to order by President Marcia Decker at 1:32 p.m.

**In attendance:** Margianne Alfonso, Braun Campbell, Penny Campo-Pierce, Chris Cipko, Phyllis Cooley, Nancy Davy, Marcia Decker, Diane Esia, Nora Francis, Mary Kennedy, Ellen Kerr, Gladys Maguire, Jenna McFarland, Eileen Mollen, Margaret Monsour, Madelyn Ryan, Vicki Shurly, Gretchen Soutear, Robbin Stott, Nancy Tucker.

**President’s Report:** President Marcia Decker began the meeting with a discussion about the heating and cooling proposal. We have three bids for a Fujitsu mini-split heating/cooling system to be installed in the Carriage House, including updating the electrical connections. Before this can be brought to the Library Board, we have to know the will of the Friends. Marcia shared a list of the benefits of this action, including the ability to use the Carriage House in all kinds of weather and expand Library programming. We have ample money to do this. Permits would be required. The bids from Precision Plumbing and Heating and Team Bob’s are comparable, running about $7,500 each. The bid from Third Generation Heating and Cooling in Kingsley is slightly less but requires separate electrical work that would increase the cost.

Discussion ensued. Several people shared their positive experiences with PPH and with Team Bob’s; however, the decision as to which bid to accept will lie with the Library Board. After much discussion, a motion was made by Ellen Kerr to give our approval to proceed with one of the key contractors in installing a mini-split system in the Carriage House. Nora Francis seconded the motion. The motion carried unanimously. This information will be conveyed and presented to the Library Board at a meeting in August or September.

**Vice-President’s Report:** Vice-President Madelyn Ryan presented the following report on activities since our last meeting:

* We worked on the operating guidelines.
* We purchased ice cream for the summer solstice party and shared it at the party.
* Orders for bricks are being collected and will continue to be collected throughout the book sale after which an order will be placed.
* A committee is being formed to review the book sale.

**Secretary’s Report:**

A motion was made by Mary Kennedy to accept the minutes, seconded by Madelyn Ryan. The minutes were approved by voice vote.

Secretary Nancy Tucker worked on the operating guidelines for FPCL. With help from the committee of Madelyn Ryan, Marcia Decker, Chris Cipko, plus input from Mary Kennedy, Robbin Stott, and proofreading from Braun Campbell, the operating guidelines have come together. The document is a living document, i.e., subject to change depending on the circumstances and needs of the moment. Copies were distributed to whomever was interested in seeing them.

**Treasurer's Report:** Treasurer Mary Kennedy shared the following information:

This year and going forward, the Friends will be giving our annual donation of $10,000 for programs and services by June 30th of each year, so the funds will coincide with the end of the Library’s fiscal year. We may be re-budgeting our money accordingly through the year.

* Our total income in the 2nd quarter was $5,845.71, with additional income in July of $357 for a total YTD income of $10,859.17.
* Money Market interest YTD is $370.
* Operating disbursements included our $10,000 pledge for Library Programs, funds for Special Requests for PCL, including replacing the Little Free Libraries ($1621.09), and business expenses, including a donation to the Old Mission Gazette and to the Library millage campaign ($490).
* In addition, donations have been received for the Lori Brickman Memorial Fund, which has been given to the library to develop the nature trail on library property. These were pass-through donations.
* Total funds available are $12,124.56.

\*\* Additional financial information is available upon request.

**Membership report:** Membership Chair Robbin Stott shared the following information:

We have a total of 230 members.

28 individual members

67 households, (134 people)

68 lifetime members

So far this year, we have 36 NEW members. The breakdown:

4 individual members

13 household members (26 people)

6 Lifetime members

MORE GOOD NEWS:

Total membership in July of 2024 - 230

Total membership in July of 2023 - 148

Total membership in July of 2022 - 189

**Social Media:**

Jenna McFarland created a Sign-up Genius page for our book sale. As of today, it is 80% filled. We can still use more help. She will stay after to help us sign up. Our Next-Door account has been averaging between 700-1600 views. Our Facebook page is up and running, too.

Regarding advertising for the book sale, Gretchen Soutear suggested that we look at free ads on TV. It was also suggested that Interlochen Public Radio would be a good source, as well as TC Record-Eagle “In Brief” section, the Old Mission Gazette, the Ticker, and Northern Express.

**PCL Library Director’s report:**

Library Director Vicki Shurly shared the following information:

* The library has been very, very busy this summer. Many comments have been made about the Children’s Garden, all positive.
* The Summer Reading Club, “Adventure at your Library,” has high attendance: 87 people attended the 1st meeting and 87 people attended the 2nd meeting. That includes children and their accompanying adults. This is up from last year’s high of 35 people.
* A summer concert by Doc Probes, playing Jimmy Buffet songs, drew 82 people.
* July 30 at 11:00 is the close of the Summer Reading Club with Mary Sue and Mark playing music, a fire engine attending, and an appearance by the Bookmobile. Volunteers are needed to help with the event. A sign-up sheet was passed.
* The flag was replaced for the 6th time. Even though we have purchased the heavy-duty extra-reinforced versions, the wind is tough on them.
* Brothers Tree Service came out to advise on some problematic trees. Some will be removed and possibly replaced.
* The garden is staffed with volunteers, plus *Old Mission Associates* works on it.
* The library received, for its historical collection, a donation of a handmade women’s sports uniform. It is framed and hanging in the Historical Room.
* In June, 3000 items were checked out, including 690 items to other libraries. Twenty new library cards were issued. The Library of Things is catching on; the most common item checked out is the metal detector.

A question was raised about the impact on the library of the proposal to roll back the Headlee Amendment. It was explained that 70% of PCL’s funding comes from TADL.

**Old Business:**

* **Summer Solstice party** was well attended with 80 people.
* **Beach Bundle book sale,** from May 28-June 29, brought in $630. At $5 a bundle, we sold 126 bundles (mostly 2 books to a bundle but also some puzzles).
* **Art Show.** We are still looking for more artists. The cost for a table is $50.
* **Oktoberfest.**  Our gala for the fall season is *Brats, Brews & Brainbusters*. It will be held on September 29th and will include bratwurst, beer, and a trivia contest. Jenna and Braun are writing trivia questions. The cost will be $30. A sign-up sheet was passed to give people a chance to choose a committee to work on.
* **Book Sale.** We still need people to sign up, especially to serve as administrators for one day.

**New Business**:

* **Book Sale Review Committee**. A committee is being formed to review the book sale and offer suggestions about how it can be improved. A sign-up sheet was passed to give people a chance to volunteer for this committee, chaired by Madelyn Ryan.
* **Nominating Committee**. The offices of the president and the vice-president of FPCL are standing for election. Volunteers are asked to serve on the nominating committee.

Meeting adjourned at 2:50 p.m.

Next meeting: October 16, 2024, at 1:30 p.m. at PCL.

Respectfully submitted by Nancy Tucker, Secretary of Friends of Peninsula Community Library

**Upcoming Dates:**

Annual Book Sale: 8/7 - 8/16

Art Sale: 9/14 10AM- 3PM

Oktoberfest: 9/29 2PM - 5PM

General meeting: 10/16