

## **Friends of Peninsula Community Library Meeting (Zoom) March 17, 2021**

In attendance via Zoom: Penny Campo-Pierce, Chris Cipko, Nora Francis, Sue Jordan, Mary Kennedy, Jeanne Lewellen, Gladys MacGuire, Madelyn Ryan, Vicki Shurly, Gretchen Soutear, Robin Stott, Nancy Tucker, Michele Westcott, Pat Wittkopp.

**Welcome:** The meeting was called to order at 1:05 pm. Members were welcomed via Zoom by President Mary Kennedy.

**Secretary's Report:** The minutes of 1/27/2021, shared previously via email, were referenced by Secretary Nancy Tucker. A motion was made by Mary Kennedy to approve the minutes; the motion was seconded by Nora Francis. By a roll call vote, the minutes were unanimously approved.

**PCL Director's Report:** Director Vicki Shurly indicated that the library has been quite busy since the March 1 re-opening for inside service. Masks and distancing are still required: rules are enforced.

- Take-out bags continue to be a big hit, with 250 bags given out last month.
- Laptops and children's computers have been made available with proper precautions taken between individual's use.
- Public boards are allowed to meet in the library, but the Friends of PCL does not meet that requirement, so, sadly, our group will have to continue with Zoom meetings.
- The quarterly snail mail newsletter is out with information about the many services and Zoom meetings that are being held this quarter.
- Books at the Boathouse will continue this year, its fifteenth year, in a slightly different format—a take-out meal on April 19<sup>th</sup> at a cost of \$150 for a meal for two, including a bottle of wine. Only 6 tickets are left. Pick-up will be from the library, handed out by the Boathouse staff. At 7 pm that evening will be a program via Zoom with a presentation about the PCL and an auction of about 12 items.
- People have been sending out thank you notes for all the library has done during this trying time. Director Shurly shared one from a parent who greatly appreciated the library's work.

**President's Report:** President Mary Kennedy will discuss fundraising later in the meeting.

**Treasurer's Report:** Our new treasurer, Pat Wittkopp, joined us for her very first meeting. She will give a report at our next meeting. Meanwhile, Michele Westcott, our interim treasurer, praised Tricia Davies, our former treasurer, for the clarity and order with which she managed our financial information, particularly for putting our records into a Google format so they could be easily shared. Our current financial status is as follows: We brought in \$3,936 from membership, \$675 from Friends' donations, and \$2,100 from bricks. Expenses included \$542 in postage and printing costs and some other small administrative costs, including holding \$525 for purchase of bricks. We have a balance in the bank of \$17,934.80. With expenses to be deducted and income added, our cash available is \$17,569.80. (A more detailed report is available by request.) With this amount of money, we could help the library with something that they need. No suggestions were forthcoming at the present time.

**Vice President's Report:** Vice President Madelyn Ryan discussed book donations and sales. We probably will be able to begin accepting book donations after May 1. We are looking at some possibilities for selling books that do not involve the traditional book sale. Two general possibilities

have emerged: one, using a database (Tiny Cat) that will allow us to display the books we have available and provide for book distribution all year round; and two, selling more valuable items via Amazon or other used book sites. It has not yet been determined that we will use the Tiny Cat database, but we are considering it. Meanwhile, Madelyn has worked on a handout to detail what can be accepted once we begin accepting books. The handout is very similar to one used last fall. The goal is to reduce the number of unsalable books brought to us. We agreed—the handout looks good.

A concern was raised about having a workspace to use if we are going to implement this program. Unfortunately, the Friends' room is still being pressed into service for library staff needs; in addition, it is not possible for anyone except employed staff to work in the library until future notice. It may be mid-summer before we have access.

Michele showed us a bookshelf that has been ordered to aid in the sorting of books. It is wheeled and can be kept in the Carriage House. If we like it, we can order more.

More discussion was held about how to handle online selling of books.

**Membership Committee:** Membership Chair Robbin Stott shared the following information: As of March 16, we have a total of 145 members, including 25 Lifetime memberships and 72 combined individual and household memberships. We have 30 brand new members, eight Lifetime and 22 regular memberships. The income, so far, is \$3936 for all memberships. We'll probably have fewer Lifetime members in future years because this is the first year for that type of membership. To compare with March 2020, the membership revenue was \$1620, with 162 members. We have fewer members so far this year but more income because of the dues increase and the Lifetime member opportunity for those over 75. An email reminder to those who haven't renewed will go out in April. Michele Westcott is looking into membership cards for Lifetime members—a fun thing for Lifetime members.

**Bricks Committee:** Bricks Chair Michele Westcott will draft an email to send reminding people about brick orders and the deadline, which after some discussion, was designated as May 30. The possibility of future brick orders was raised but no plan forward was determined.

**Old Business:** *Membership sign-up ideas:* Discussion was held about ways to increase our memberships. One idea was to put a poster in the lobby of the library now that it's open to inside service. It was agreed that a poster and flier would work if we planned for a short window of time, perhaps two weeks. The dates are yet to be determined but will probably be later this spring.

**New Business:** *Virtual Silent Auction:* Our president, Mary Kennedy, and our Bricks Chair, Michele Westcott, have been busy gathering items for a virtual silent auction. Currently, we have possibly 80 items of various values that have been donated for this event, including artwork, food items, wine, books, CDs and media items. The auction will be organized via Bidding OWL, an online site for hosting charitable giving auctions. It will be held April 8-16. The site will open for people to look at items on April 5; bids can be made beginning at 1 pm April 8 with the final bids in by 8 pm April 16. Pickup of items will be at the library on Saturday, April 17 from 2-4 pm and Monday, April 19 from 4:30-6 pm. Only exact cash or checks to Friends of Peninsula Community Library will be accepted as payment. Volunteers were sought for the distribution of the auction items on the designated days.

Meeting was adjourned at 2:30pm.

Respectfully submitted by Secretary Nancy Tucker