Friends meeting minutes

Location: Webb Shadle Memorial Library

Date: September 16th, 2021

Time: 7:00 pm

Attendees: JoEllen Glick, Julie Cowden, Jen Latch, Vicki Refshaw, Jackie Crone

Key topics

1. Grants:

* Prairie Meadows: PENDING. Application s**ubmitted**. Asking for $28,500, approximately 2/3 of total bid from Rawson Mechanical ($42,850), for heat/AC replacement. We should know results by first of October.
* Doris Rowley with United Way told JoEllen that we should apply for a grant with them. Our next opportunity will be February 2022.
* Rolscreen Foundation grant applications generally due in December. Vicki will look into applications in October.
* Should keep Weiler in mind if Prairie Meadows doesn’t fund heat/AC replacement. They are very pro-library.

1. Grant request considerations:
2. New heat/AC
3. New folding chairs for the East room (same quantity, with vinyl padded seat—preliminary search looks like +- $25 ea)
4. New window treatments for main library
5. ADA compliant water fountain
6. PA system
7. Books and Programs
8. Donations:

* No new to report

1. Other income:

* No new to report

1. Treasurer’s Report: The balance now stands at $28,890.94 of which $14,300 is set aside for heat/AC replacement and $1500 for exterior sign update. After these and other earmarks for books and programs are accounted for, the usuable balance comes to $9535.38. We will continue to reserve that for heat/AC replacement in case Prairie Meadow does not deliver on the grant request.
2. Completed projects:
   * JoEllen has received new library cards and barcodes for them and for labeling books. The original plan to laminate them with existing laminate is resulting in poor adhesion. Julie recommended purchasing 500 card-sized laminate sleeves from Amazon. The funds for this were paid by the library, not Friends.
3. Projects in the works:

* Chestnut Signs sent us a digital package of our new logo in jpg, eps, etc. files. Both JoEllen and Jennifer have these files digitally save. For the record, the font we use for our logo is “Willow.” We have paid the 50% deposit and expect installation in 5-7 weeks.
* The amendment for our name change on our Articles of Incorporation has been finalized. Now we can pursue the name change on our bank account.
* We ran into an obstacle getting banners with our updated name. The lady who has done this sign work for us in the past can not be reached. Craig Stephens has offered to take this project on using a sign company that his work uses. For future sign reference, we are reaching out to the Athletic Booster Club, specifically Melissa Kauffman to see who they use.
* We got 55 signatures on our petition to get the vote for the library levy on the ballot this November. The city has approved it, so it is official that it will be on the ballot.
* Our Google domain name was automatically renewed for $12. We need to pursue what all the benefits of having this are. JoEllen will reach out to tech support from the State Library of Iowa to help us answer this question.
* We have graciously received an offer to fund a new bottle filler/water fountain in Leland VanderLinden’s memory. We would like Rawson Mechanical to give us recommendations as to placement options. They will be installing our AC/Heat replacement if the Prairie Meadows grant goes through next month. We decided to wait for that outcome as we should know something in the next few weeks and will be touching base with them at that time. We will work with the donor on what brand/style to get after we get this preliminary step done.
* We are looking into selling approximately 140 cardboard boxes and 2 “vintage” office chairs.

1. Events Report: no new to report

1. Upcoming events:

* Mahjongg and Book Club meeting again
* Phoebe the Reading Dog to start visiting again on 3rd Saturdays @ 9:30am
* Youth group meeting weekly on Wednesday nights @ 7pm in East Room starting 9/29

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* “Burgers and Beats” together w/ “Celeste’s Fall Craft Show:” library fundraiser 9/18 10am-3pm

\*Set up canopies, table, chairs, teepee @ 7:30am

\*Set up banners: Jake

\*Craft Show 10-3

\*Food served at 11:00 $3/meal (burger, chips, cookie, water) Grillers: Craig & Brian

Servers: need 3-4 Money taker: need 1

\*Turnages play 11-noon

\*Luke Farland from 12-2 $200

\*Pop up Games: Yard Games - $50 plus tip

\*Friends Table: Jackie, Pam, …….

* + - * sell water for $1 and cookies/baked goods as marked
      * 50/50 tickets ($1ea or 6 for $5)
      * Friends sign up sheet
      * Donation bucket
      * Old mugs/tshirts for free

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* Linda McCann discusses her book Prohibition in Eastern Iowa together with “Sips and Dips” by Marcy Roff 10/8 @ 6pm
* Pumpkin Painting 10/16 @ 10:
* Library table handing out treats for Halloween on the town square - Beggar’s Night, date and time tba
* Set up Christmas Tree 11/27 @ 9am
* Festival of Tables and Trees(Ask Ashley Robinson to head? Coordinate flyer with Tour of Homes?)

**Our next meeting will be:**

**Tuesday, September 16th @ 7pm**