Friends meeting minutes

Location: Webb Shadle Public Library

Date: September 20th, 2022

Time: 7:00 pm

Attendees: Julie Cowden, JoEllen Glick, Jen Latch, Vicki Refshaw, Dorothy Armstrong, Susan Phillips, Junella VanRyswyk, Jerra Fust, Celeste Hudspeth

Key topics

1. Call to order: 7:04pm
2. Grants:

* Fidelity Charitable: Unsolicited grant in association with TurntotheWonderful.com received for $100. Refshaw sent thank you to address listed.

1. Grant request considerations:
2. New window treatments for main library
3. ADA compliant water fountain
4. Bluetooth flat screen for board room that could be used for presentations/zoom meetings
5. Donations:

* Maeschen Farms: $200

1. Other income:
   * Burgers and Beats: $838.50
   * Hudspeth donated $650 in craft show vendor fees at the meeting
   * Latch turned in $50 check from Clyde and Wendy Murphy towards Burgers and Beats donations
2. Treasurer’s Report: 9/19/22: The balance stands at $65,944.74. New disbursements = $31.44 Cookies for programs, $131.61 Burgers and Beats supplies, $200 Luke Farland, and $743.90 books. $47,150 is set aside for heat/AC replacement. The balance for books funding is $2135.39 and the balance for program funding is $386.95. After these are accounted for, the usable balance comes to $16,272.40.
3. Old business:
   * Rawson Mechanical has the library heat/ac project on their list. Initially, they were hoping to get to it late September, but we’re waiting for confirmation on his schedule. We’re also still looking to have him guide us on ADA compliant water fountain/bottle filler possibilities.

* All folding chairs have arrived. The bulk of the old chairs were donated to the Pleasantville Fire Station.
* Abby Glann, who has contracted with the library to perform website updates is getting closer to revealing the updated site which will provide a tab with info on Friends…such as our Mission Statement and monthly minutes.

1. Friends Methods/Protocol to do:

* A recent review of our by-laws showed that we need to have our physical records stored on site at the library. We will look into some space in the filing cabinets in the board room.
* We need written descriptions on record of the complete roles of each officer position.

1. Event news and reports:

* Burgers and Beats: Reports and Suggestions (Cleared $1206.89 after expenses.)
  + Location: Due to rain, the event was moved to the Memorial Hall.
    - * Suggest reserving Memorial Hall in advance as rain location.
      * No yard games or teepee due to inside venue
  + Food: $562.50
    - * Hamburger/Hot dog Meals: $440 income = 110 meals:
        + Started with 4: 20# boxes of hamburgers (240 patties?) +some from open box?, 100 hot dogs
        + Majority % sold was hamburgers, estimated 84 hamburgers, 26 hot dogs
        + Leftover cooked: estimated 24 hot dogs, 15 hamburgers – split amongst workers to take home.
        + Leftover frozen: estimated 50 hot dogs, 156 hamburgers (includes extra box from last year)
        + Jason Latch grilled meat and has offered to do it again next year if schedule allows.
        + Pop was forgotten on meal menu, so not good seller. Will try again next time.
        + Did not purchase cookies. Refshaw supplemented with 48 from her freezer, and we used some of the donated cookies.
        + Will keep the two unopened boxes of hamburgers (120 patties?), leaving 36 hamburgers in the open box. Will donate 18 hamburgers/25 hot dogs to Fine Arts Boosters for fall play cast party and same to Hudspeth. Motion by Latch. Refshaw 2nd. Passed.
      * Baked Goods: $122.50 income
        + Amounts were good – everything sold
        + Sold some at half price during last 30 minutes
      * Funnel Cakes: $0.00 income
        + Donated remaining to Hudspeth and a girl scout troop
  + Donations : $886
    - * Cash/Checks: $186 on site, $50 directly afterwards
      * Celeste’s Vendor Fees: $650
  + Expenses: $331.61
    - * Supplies: $131.61
      * Luke Farland: $200
  + Future considerations:
    - * Meals consistently selling after 1pm. Next year go til 2?
      * Reception for local musicians was good. Next year will focus on only local talent, possibly with try-outs: in-person or recording. JoEllen will let Luke Farland know. Motion by Refshaw. Phillips 2nd. Passed.
      * To Go containers – 30?
      * “Drive Up” Meals?
      * Sell slices of pie?
  + Next Craft Show: March 25th.
    - * Sell meals again. Leftover hamburgers? Maid-rites? Walking Tacos? Table decision til January meeting.
* Non-Carved Decorative Pumpkin Contest
  + Enter Oct. 8th – 21st
  + Hudspeth will judge winners
* Pumpkin Painting
  + Oct. 22 @ 10:30am
  + Volunteers: 9:30 – 12:30
    - Reading Witch: Rhya Cowden
    - 6 dozen Cookies: Refshaw
    - Helpers: Cowden, VanRyswk, Latches
* Decorate the Library for Christmas: 11/26 @ 9am
* Festival of Art and Trees (dates tba)
  + - Try to coordinate dates with Pleasantville Holiday Tour of Homes
    - Elementary art teacher Ashley Robinson will display student art again this year
    - Need volunteer groups/individuals to decorate trees. Some trees available for use from the library. Let JoEllen know if you’re interested!
* Children’s Holiday Party
  + Dec. 10th @ 10:30am
  + Mrs. Claus – Dana Thomas again?
  + Need 6 crafts for children ages 4-10. Hudspeth will research recommendations for next meeting.
* Letters to Santa (Library drop-off)
  + Need volunteers to fill out responses. Will be form letter format.
  + Friends will pay for postage.

1. Meeting adjourned 8:49pm.

**We meet the third Tuesday of the month in the library board room. Our next meeting will be:**

**Tuesday, October 18th @ 7:00 pm**