Friends meeting minutes

Location: Webb Shadle Public Library

Date: May 17th, 2022

Time: 7:00 pm

Attendees: Julie Cowden, JoEllen Glick, Jen Latch, Vicki Refshaw, Jackie Crone, Willa Heaberlin, Dorothy Armstrong, Sarah Jurgens, Dana Smith

Key topics

1. Call to order: 7:03pm
2. Grants:

* Prairie Meadows: Grant submitted for heat/AC project again. Will know decision by July 1, 2022. **UPDATE: WE GOT THE GRANT!!!**
* City of Pleasantville: Grant application submitted in May. Asking for funding for front desk/office computers (one borrowed and slow/one not functioning) and new folding chairs for the East Room (many chairs broken/in disrepair). Bid in for two computers, installation, and Windows programs = $1400. Chairs – 70 x $35 (for good commercial grade, *lasting* quality) = $2450. PA system +- $500….asking for $4350. \*\*\*Added amended request to allow for money received to also be used for any increase in cost of heat/AC project as prices have gone up in the last year. Also, the library is using its end of fiscal year funds to purchase the computers and possibly some chairs, so we won’t need to finance some of our original request.
* Marion County Community Grant: **WE RECEIVED THIS GRANT!** Asking for $4000 in funds for books and programs (same as last year). ($3K for books, $1K for programs)

1. Grant request considerations:
2. New folding chairs for the East room (70 with vinyl padded seat—+- $35 ea)
3. New window treatments for main library
4. ADA compliant water fountain
5. Bluetooth flat screen for board room that could be used for presentations/zoom meetings
6. Large, portable white board for meetings/presentations. Talked about what the school uses which is a multi-purpose board...both white board and screen with bluetooth connectivity. (such as Vibe Intractive Whiteboard $3000)
7. Donations:

* $25 from circulation desk donation box
* $20 from Jill Freel and family in honor of Donna Beier for book “Sparring Partners”
* $60 will be coming in for donation for late fees on next month’s report

1. Other income:

* Library used book sale: $152.25
* Pig Out Bingo:
  + $158 donations
  + $34 Rice Krispie bars and hackey sack sales
  + $60 T-shirt sales

1. Treasurer’s Report: The balance now stands at $28,713.89 of which $14,300 is set aside for heat/AC replacement, and $332.45 for books. After these are accounted for, the usable balance comes to $14,081.44.
2. Old business:

* No interest in the 100 cardboard boxes for $125 listed on Library Talk (State Library of Iowa librarian site), so will list on Facebook Marketplace.
* JoEllen reported that the Birdhouse Build Event, sponsored by Harvey Construction, had limited participation, but is hopeful that it will gain popularity in years to come. The birdhouses will be on display in the Shadle park, so should get more exposure and interest over the summer.
* Book Sale during the City Garage Sales went well. Books were sold for $.25 each and brought in $152.25, some of which were donations. The sale map did not do a good job listing library information that was given to the Chamber. Perhaps they ran out of room, as the library was listed last. Next year we will take this into consideration. The sale was worked by Vicki Refshaw and Junella VanRyswyk. Hours were Friday and Saturday library hours.
* Pig Out Bingo was considered a success bringing in $252 worth of sales (t-shirts -3, rice krispie bars/hackey sacks - 34) and donations. We had a free will donation instead of charging for cards. Murphy Tower supplied funds to purchase approximately 45 $5 gift cards spread between Smokey Row, Lakefront Living, and Caseys to give out as prizes. Caseys cards went the fastest. We ended up with approximately 15 left over cards that we donated to the library for Summer Reading Prizes. Murphy’s Plate also donated a $25 gift certificate on site that we used as the final game prize. Mike Fust did the calling and was warmly received. He used the deejay’s mic. Julie Cowden loaned the Bingo Cards.

1. New business:

* JoEllen reported that the Adventure Pass, good for one day for a library-card-holding family of four (2 adults, 2 kids under the age of 18) to the Blank Park Zoo or the Science Center of Iowa was gaining exposure and usage and getting positive feedback. To reserve and print passes, just go to the library’s website **webbshadle.org**, click the Adventure Pass link, and fill out the information requested. You will need your library card # and password. Call the library if you’re not sure of your password and JoEllen will help you look it up.
* We discussed purchasing a portable dry erase board for the library. Could be useful for some events and for meetings. A 48” wide x 36” tall one was going for between $129.90 and $154.99 on Amazon at this meeting time. Suggested to get a magnetic basket or other handy storage feature to hold markers and erasers. Tabled until storage space can be determined.
* We also discussed purchasing the portable microphone/speaker sound system we asked for funds for from the City Grant. The school’s speech department highly recommended their system which is going for $169.99 on Amazon. Willa Heaberlin is also buying one for herself that she would lend the library if needed.

1. Friends Methods/Protocol:

* A letter was received from the IRS responding to our request for a name change from last summer. We were approved to change our name from “Memorial” wording to “Public,” but there is more paperwork to be done. Julie said all the same paperwork was sent initially, but she will resend.
* 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:

* JoEllen reported 23 adults and 91 children signed up for the Summer Reading Program! She is asking for more prize coupons from McDonalds and Dairy Shoppe.
* JoEllen has reserved Menagerie Stables Equine Assisted Activities (Therapeutic Horses, etc.) as the guest speaker for the Pet Show on July 30. They will be bringing a couple miniature horses. They are not requiring a fee, but are asking for gas money. Latch motioned to give them $50. Armstrong 2nd. Passsed. Judges for the event are Nancy Thorpe (Phoebe the Reading Dog), Rhya Cowden, and one to be determined. Finley Cowden will help with line up. Abby Glann will be asked to work front desk. (Jerra will be out of town.) Vicki Refshaw will also be on hand to help with coordinating.

1. Calendar of events (upcoming):

* Mahjongg and Book Club meeting as scheduled
* Phoebe the Reading Dog on 3rd Saturdays @ 9:30am
* Science Center of Iowa “Boom”: 6/25 @ 10:30am. **COOKIES PROVIDED BY DOROTHY ARMSTRONG AND RHYA COWDEN**
* Fresh Conversations: 6/27 @ 11am
* Pop Up Games/Methodist Church ladies: Miniature Golf **7/20** @ 7pm. **COOKIES PROVIDED BY DANA SMITH AND METHODIST CHURCH LADIES**
* Pet Show: **7/30 @ 10:30am**
* Story Time With Pville teacher/retiree: August date tba
* Burgers and Beats with Celeste’s Crafty Corner Craftshow, featuring country singer Luke Farland.: 9/17 @ 9/10am - 2/3pm

1. Meeting adjourned 8:04pm

**Our next meeting will be:**

**Tuesday, July 19th @ 7pm**