

## SOLDOTNA LIBRARY FRIENDS – BOARD OF DIRECTORS

### Monthly Meeting Minutes January 11, 2023 following Annual Meeting

**Attendance:** Joan Merrick (President), Barbara Olson (Vice President, Acting Secretary), Pam Joslin (Treasurer), Vicki Johnston-Freese (Book Sales), Michelle Blackwell

**Absent:** Wendi Dutcher (Secretary), Mary Lou Wilcox, Heather Rausch

**Guests:** Rachel Nash (Librarian), Romi Haseo, Jane Gabler

**1) Call to order at 11:20 am:** Joan Merrick, Vice President

**2) Approval of agenda:** Motion to approve by Michelle; second by Vicki

**3) Approval of minutes:**

- November 9, 2022: Motion to approve by Michelle, second by Vicki
- December 14, 2022 Informal Business Meeting: Motion to approve by Michelle, second by Vicki

**4) Voting on any new members of the Board of Directors:**

- Joan reported that we need 7 people on the board to comply with the State of Alaska. Wendi is unable to attend meetings but has agreed to remain as an At Large member until we can replace her.
- Heather Rausch has not officially resigned. Joan will contact her.

**5) Election of Officers:**

- The following people volunteered to run for office (1-year terms):
  - Joan Merrick – President
  - Michelle Blackwell – Vice President
  - Pam Joslin – Treasurer
  - Barbara Olson – Secretary
- Motion to approve the slate of officers by Michelle, second by Vicki, all approved.
- We need to find a board member to replace Wendi Dutcher. Jane Gabler and Romi Haseo are both invited to attend our next meeting as they consider joining the board.

**6) Treasurer's Report and Budget for 2023:** Pam

- See attached 2023 Budget.
- Budgeted Revenue is \$14,000, Grant Distributions \$4,500, Expenses \$6,959
- Expenses include \$2,500 in Professional Fees to cover possible needs with web design and attorney review of bylaw changes.
- Motion to approve the 2023 Budget by Michelle, second by Joan

**7) Librarian's Report:** Rachel

- The recent Noon Year Eve Celebration had 85 people in attendance.
- Working on updating the Strategic Plan as the Strategic Currents (which will change annually). Focus for 2023 will be on Programs, Collections, and Facilities.
- Library Advisory Board meeting is Monday January 16 at 5:15 pm. Bill Howell is the new chair of the board. Michelle Blackwell plans to attend this meeting.

**8) OLD BUSINESS**

a) **Sewing Machine Project Status:** Pam

- Pam will work with Ryanna to purchase the supplies needed for "Sew Fun at the Library"

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b) **Bylaws Committee Status:** Pam/Barbara/Joan

- Pam reported this committee is meeting again next week and is close to pulling everything together. A work session/training session will be held with all the board members soon. It will be longer than our normal meetings.

c) **Web Site Development:** Barbara

- Discussed this at annual meeting. Encourage board members to use the site and give feedback.

d) **Basement Storage Plan:** Barbara

- On Friday January 27, we will be moving filing cabinets around in the basement. Our current filing cabinets will be utilized to create a central file storage area for our organization's records. Things that need to be secure will be locked up. One of the cabinets will be freed up so that our rolled-up signs can be stored horizontally rather than vertically to prevent damage.
- The library will be closed on Friday January 27 for training. Rachel said their training will begin at 9:15 am so we can arrive at 9 am and not disturb them.

## 9) NEW BUSINESS

a) **Fund Materials for bookshelf construction**

- SLF member Jim (who built the wood shelves across the back wall) has volunteered to extend those shelves another approximately 5 feet. He will volunteer his labor, but we will need to reimburse him for the materials. We budgeted \$700 for improvements downstairs. First expenditure would be for the bookshelves, next would be for cube shelves in the children's area. If there is money left over, it would be great to purchase an art cart (for approximately \$109). Pam asked if the bookshelf materials are more than \$400 or \$500, please let us know. When it comes to purchasing the materials, one of us could go with him and use the Friends credit card and sales tax exemption card.
- We have a set of speakers that we have not used. Rachel indicated that if we decide we don't want them, the library could find somewhere to store them. They could be useful for outdoor events.

b) **Book Sale Coupons for new members and renewing members**

- Discussion about giving a \$5 book sale coupon to new members and renewing members. That's an incentive to join and renew. The coupon would be good for the year 2023.
- Vicki moved that we make a \$5 coupon for new and renewing members to be redeemed at one of the monthly book sales. Barbara will send the coupons and include the 2023 Book Sale Dates card.

c) **Volunteer Appreciation Event**

- Discussed doing something to show our appreciation to our volunteers. Rachel will supply us with some of the official volunteer appreciation dates in the spring. Discussed at the next meeting.

d) **Book for Babies**

- Michelle asked if there is a program where a board book is given to new babies at our hospital. Rachel said there used to be a program run by Diane Taylor at KPC Learning Center that was funded through a grant. Diane retired and it might no longer be happening. Rachel will investigate this to see if someone else has taken this over. Rachel would like to do more outreach.

**Upcoming Book Sales:** January 26, 2023 from 2-6 pm

**Next Board Meeting:** February 8, 2023 at 10:15 am, Conference Room A  
(Michelle will not attend as she is working on the Borough election)

**Adjournment:** 12 pm