

**SOLDOTNA LIBRARY FRIENDS – BOARD OF DIRECTORS**  
**Minutes for SPECIAL MEETING and Monthly Meeting held on May 10, 2023, at 10:15 am**

**Attendance:** Joan Merrick (President), Pam Joslin (Treasurer), Barbara Olson (Secretary), Vicki Johnston-Freese (Book Sales), Mary Lou Wilcox, Jane Gabler, Jane Fuerstenau, Romi Haseo

**Absent:** Heather Rausch

**Guests:** Rachel Nash (Librarian)

- 1) **Call to order at 10:15 am:** Joan Merrick, noting that a quorum is present, declared this meeting as a SPECIAL MEETING as well as the regular monthly meeting because we want to vote on the changes to the Articles of Incorporation and to the Bylaws.
- 2) **Approval of agenda:** Approved as a special meeting and regular meeting. Pam moved, Romi seconded, all in favor.
- 3) **Approval of minutes from April 12, 2023, Meeting:** Mary Lou moved, Pam seconded, all in favor.
- 4) **Treasurer's Report:** Pam
  - The month of April began with \$35,217.43 in the bank.
  - The April book sale brought in \$919.
  - There were a few contributions and memberships along with a few expenses.
  - Ended the month of April with \$36,156.25 cash in the bank and on hand.
  - Our PickClickGive application for 2024 has been approved by the State.
  - We received \$200 from the Central Peninsula Garden Club for the seed library. This will show up on the May financial reports.
  - A draft of the 990-tax exempt filing for 2022 was discussed (draft copy in packet). Pam pointed out Schedule A with the revenue totals for the past 5 years. Once approved by the board, Pam will submit the final form online which is due May 15. Pam will send Barbara a pdf of the final filing so it can be placed on our website. Vicki moved to accept, Romi seconded, all in favor. Jane F. asked why we couldn't file using the postcard. Pam will investigate what the revenue limit is to file the postcard.
- 5) **Book Sale Report:** Vicki
  - We had 106 people attend the April book sale. Four book bags were refilled, and we sold 10 more book bags. Two \$5 coupons were redeemed. Four art pieces were sold \$45 which was included in the \$919 book sale totals. One membership was also sold.
  - Hannah Plate from the Soldotna Chamber of Commerce is asking for books to be donated for their August book give away at the park for ages Kindergarten through High School. Books we donate will have a label "Donated by Soldotna Library Friends". Hannah said we could include a \$1 Book Sale coupon for each book which would include three book sale dates through 2023. One coupon per person.
  - The library has given us a huge amount of large print books – put this in the book sale newsletter/email.
  - KDLL donated a fabulous collection of Jazz and Blues CD's in excellent condition. Advertise this in the book sale newsletter/email – 50 cents each or 3/\$1. Thank KDLL for this.
- 6) **Librarian's Report:** Rachel

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- Rachel attended the budget work session. The library budget includes the Hot Spots and additional on-call funding. Council appeared to be in favor of everything on the budget. The Council will be voting on the budget this evening.
- Programs included the first Sew Fun at the Library where they made book bags. Other programs include First Friday Art geared to preschoolers (60 people attended), monthly Tween Scene, and the banned book club where books are chosen by the group.
- She is close to filling the assistant director position. She is also hiring for on-call clerk positions and an on-call summer page.
- Discussed going ahead and purchasing things for the Seed Library and handing the invoice over to Pam rather than going through the City Council. This is part of the bigger discussion below.
- We already approved the funding for 1KBK in our budget. Rachel and Pam will handle this after the meeting.

### 7) Old Business

- **Streamlining Funding of Smaller Requests:** Discussed how to efficiently handle small purchases by the library that the Friends would pay for. Large programs (like summer reading) would still be funded by the Friends by going through a funding request and the city council. Small items (such as seeds, sewing materials) need a more streamline process. Decided to do a trial period until the end of our calendar year authorizing a maximum of \$2,000 toward small purchases. If the purchase is \$100 or less, the treasurer can authorize it. If the purchase is over \$100, the board members should be informed by the treasurer (via email) and allowed to state their opinion. Payment would be made directly to the vendor by the Friends. This process will be reassessed at the next annual meeting.

## SPECIAL MEETING

- **Bylaws Committee:** Discussion of recommendations: Pam reviewed the Bylaws Committee Report from February 2023 with Recommendations to the Board Directors (attached). In short, changes to the Articles of Incorporation include defining our fiscal period as the calendar year, increasing the number of board members (minimum 7, maximum 9), and defining the terms for board members (3 consecutive 3-year terms). Changes to the Bylaws reflect the changes in the Articles of Incorporation (attached). The passing of these changes requires 2/3 majority of the current board. Pam also stated that if these changes are passed, she would like to be authorized to consult with an attorney to review our changes. Discussion about Articles of Incorporation, Article XI – reword it to match the Bylaws Article VII so that it is clear that 2/3 means 2/3 of the board and not just 2/3 of the board members present at the meeting. Barbara moved, Jane G. seconded that these changes be accepted so we can move forward to the review by an attorney. All in favor.

### 8) President's Report: Joan

- We need to appoint a Vice President.
- Barbara will miss August meeting (Mary Lou will do minutes)
- Joan will miss November meeting.
- June 3 is Pride in the Park – encouraged participation in the walk from Sports Center to the Park gathering at 11:30 am, walk begins at noon.

### 9) New Business

- Planning for Progress Days – Saturday July 22 from 10 am to 4 pm. For the last several years, we have held a bake sale outside which serves to bring people to our book sale being held inside. Last

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year, coffee was donated along with baked goods from several stores. We sold water bottles (Vicki keeps the leftover water for book sale volunteers). About 10 individuals baked items for us to sell. We will ask in the book sale email/newsletter for someone to help coordinate our bake sale. If anyone is interested, call Joan. This will be discussed at the June meeting.

- Barbara to send thank you notes to Joanne's for the discounts and to the Central Peninsula Garden Club for the \$200 donation for the Seed Library.

**Next Book Sale:** May 25, 2023, from 2-6 pm

**Next Board Meeting:** June 14, 2023, at 10:15 am, Conference Room A

**Adjournment:** 11:34 am