

**SOLDOTNA LIBRARY FRIENDS – BOARD OF DIRECTORS**  
**Minutes for Monthly Meeting held on February 14, 2024 at 10:15 am**

**Attendance:** Joan Merrick (President), Jane Fuerstenau (Winter Vice-President), Barbara Olson (Secretary), Romi Haseo, Heather Rasch

**Absent:** Mary Lou Wilcox (Summer Vice-President), Pam Joslin (Treasurer), Jane Gabler, Vicki Johnston-Freese

**Guests:** Rachel Nash (Librarian)

- 1) **Call to order at 10:13 am:** Joan Merrick called the meeting to order.
- 2) **Approval of Agenda (Packet A):** Barbara moved, Heather seconded, agenda approved.
- 3) **Approval of minutes from January 10, 2024 Annual Meeting and for the January 10, 2024 Monthly Meeting:** Romi moved, Jane F. seconded, all minutes approved.
- 4) **Treasurer’s Report (Packet B):** Barbara (in Pam’s absence)
  - The Treasurer’s Report reflects the successful book sale in January as well as several generous donations. The bank balance at the beginning of January was \$42,179.76 while the balance at the end of January was \$47,013.70.
  - The Budget vs Actual report at the March meeting will include January and February.
  - A \$500 donation was received from Kristin Mitchell designated to support the reading of banned books. Donations over \$500 require board approval to accept. Barbara moved, Romi seconded, approved acceptance.
- 5) **Book Sale Report:** Barbara (in Vicki’s absence)
  - Barbara will get in touch with Vicki to see if she needs more help in holding the book sale on February 29.
  - As discussed at our last meeting, we plan to conduct a small survey at one or two of the upcoming book sales. This will require that an additional person be at the book sale to take the survey. We want to find out how people heard about the book sale, and we want to count how many books they purchased. This will help us direct our advertising. It will also give us a good idea as to how many books we are recycling back into our community each month.
- 6) **Library Advisory Meeting Report:** Jane F.
  - Jane attended the meeting held on January 15, 2024 and gave them an overview of the Friends activities. There was much discussion about the scheduling (then cancellation) of the Community Room for a drag queen story hour. Advisory Board members had been contacted about this issue. The City Manager was also in attendance and any changes to scheduling policy would affect all public spaces in Soldotna. They may schedule a work session with the city attorney to better understand the current policy.
- 7) **Librarian’s Report:** Rachel
  - Things have been very busy with a lot of programs being held and attendance is high.
  - The library received \$10,000 donation directly to the city. This donor made the same donation to the Kenai Library. Rachel plans to use this funding toward pre-planning the capital improvement project scheduled for next fiscal year. The goals are to provide staff office space, improve site lines, smaller service desk, reading room, curtains for the conference rooms, and more.

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- Rachel presented a request for the purchase of 3 Chess Sets for the new drop-in Chess Club program (**Packet C**). This is the first request from the \$2,000 budgeted for small projects. The total price is approximately \$90. Barbara will work with Kim to purchase these sets as the program will start on Mondays in March. We need to discuss the procedure that the library should follow to use these funds.
- Rachel will not be at the March meeting; however Stacy will attend in her place.

### **8) Old Business**

- Attorney review of Articles of Incorporation and Bylaws: Pam (postpone)
- Conflict of Interest - Romi said that another board she is on isn't comfortable sharing their Conflict-of-Interest form and policy.
- Board of Directors Insurance - Pam (postpone)

### **9) New Business:**

- Pass out updates for Board of Directors Information Binder: Barbara
  - Distributed updates to Board Member Contact Information (this is public information that is on our web site), the updated Board of Directors Terms of Office, and the updated spreadsheet showing Terms of Office from 2006 to current.
- Memorial Donations - We discussed how to acknowledge memorial donations made to the Friends in the past. Creating a web page on this seems to be a practical solution keeping in mind confidentiality. The person in whose memory the donation was made should be noted rather than the person making the donation. Barbara will work with Pam to determine memorial donations made in the past.
- QR Code for our web site - Barbara showed the QR code for our website and demonstrated how to use it. It is on our Book Sale Shelf in the foyer. We will see if Vicki would like this posted in the elevator or in other places.
- Volunteers - I am receiving emails from people responding to our web page on volunteering with the Friends. We really don't have a need for volunteers at this time, so we decided to hide this web page for the time being.

### **10) President's Report: Joan**

- Joan will miss the board meetings in April and May.

**Adjournment:** 11:10 am

#### **Reminders:**

- February 29, 2024 - Next Book Sale from 2-6 pm
- March 13, 2024 - Next board meeting at 10:15 am

#### **Known Absences:**

- Mary Lou left October 29 and will return March 29, 2024.
- Rachel will miss the March board meeting, but Stacy will attend in her place.
- Joan will miss the April and May board meetings.