

Friends of the Klamath County Library Board of Directors' Minutes
19 June 2023 via Zoom (virtual meeting) & in person at library

Meeting called to order at 13:30 by Vice President Fran McDermott. Board members present: Jacek Berka, Gail Brock, Elaine Deutschman, Nathalie Johnston (*ex officio*), Fran McDermott (Zoom), Dona Nelson, Betty Shaw
Absent: Dorothy Hudson, Judith Izzo.

Secretary's Report: Elaine Deutschman

- **MSP** to approve the minutes of the 15 May 2023 board meeting.
- For the record, the email vote to approve the \$1800 expense for annual insurance was unanimous.
- **Correspondence:** Incoming: Thank yous from high school student who received our scholarship donation and from Sky Lakes Foundation for the donation. Outgoing: thank yous for donations
- **Memberships:** Several updates from members as a result of membership update drive. Donations: FOL \$10; 2 PayPal donations to DPIL for \$40 less fees.
- Review of calendar items: June: Budget approval for FY 2023-2024. Elect board officers by email after slate of board members is voted at June 21st Quarterly membership meeting. Report volunteer hours by the end of June; put totals for meeting hours and hours on other tasks in the back of the volunteer-hour notebook in Bookie Joint or get them to Elaine so she can collate and report them to Nathalie. Hand in any requests for reimbursement before the end of the fiscal year. Google Drive password will change July 1st.
- Summary on membership update: We sent out 85 update forms to Life members; 34 were returned and we added 6 new Life members. We sent 102 update forms to non-Life "members"; 6 moved to Life memberships; of the remaining 97 sent out, we had 18 returned. Discussion indicated we should keep or add Bookie Joint volunteers on the list regardless of membership status; additionally, we should email announcements to anyone on our list, regardless of membership status, for whom we have an email address.

Treasurer's Report: Elaine for Dorothy Hudson

- MSP** to approve financial statement for May 2023 as presented to board members via email.
- Reimbursement request from Gail Brock for expenses connected with the Volunteer Appreciation event.
- Working from Dorothy's worksheet that was emailed to board members, the Board discussed and developed a FY2023-2034 draft budget for the FOL account.

Vice President's Report: Fran McDermott

- June meeting is as reported - Karl Winner on Lakeside Farms rehabilitation
- Members will elect board members with an opportunity for nominations from the floor.
- September meeting will be Larry Powers, local author, talking about aspects of self-editing your writing.

President's Report: Fran McDermott for Judy Izzo

- Candidates for Board officers; currently, officers who hold those positions have said they will continue.
- **MSP:** FOL votes an exception to the policy that a person is term limited at 3 years for one officer position when no replacement for that position can be found.
- Judy Izzo sent a statement regarding the Advisory Board's meeting with a person from the Oregon State Library who was updated on the meeting with the Board of County Commissioners. The Advisory Board is continuing to work on a solution to the problem.

Committee Reports:

- **DPIL:** 1756 youngsters getting books; 1891 have graduated. FOL has sent 90,244 books and spent over \$93,000 since inception of the program. We have reached 3953 kids since the program began; the 2020 census indicates there are 4048 children under 5 years of age in the county so we're meeting our initial goals.
- **Bookie Joint:** Two girls got into the Bookie Joint this past Thursday night and dumped books off the shelves; a video recording of the incident was made and library staff are keeping an eye on the girls. Teens entered the Bookie Joint again Saturday night (different people); they took at least \$3 left as an after-hours purchase and perhaps special markers Gail uses to mark books and materials; they were also video-recorded. Nathalie is checking to see if the outside door code was used to enter or whether the door was not tightly closed. Gail will be putting up the "No Donations" sign as there have been many donations lately and shelf space is at a premium.
- **Bookie Joint Volunteer:** Dona reports that the July schedule is about to go out; there is one opening to fill and

she will contact substitutes. All seems well with the volunteers. The Volunteer Appreciation event was moderately attended; Gail and Dona planned door prizes and enough food to also feed many from the library staff. The group met on the deck for a pleasant chat session on widely varying topics. Attending volunteers agreed that removing the plexiglas sneeze guard was a good idea. It was a nice event.

Library Director's Report: Nathalie Johnston

- Construction on 3rd street affected both the Bookie Joint and the library.
- Adult attendance has dropped due to increased use of digital checkouts.
- The Finch robots will be purchased beginning July 1 and the program is expected to be up and running by early fall.
- Step-it-up program has begun at the South Suburban branch; this is a two-year program to encourage walking and is funded by a grant from OHSU.
- Summer Reading Program is underway with lots and lots of activities planned.

New Business:

- None.

Meeting Adjourned at 14:58

Respectfully Submitted,
Elaine Deutschman, Secretary
Friends of the Klamath County Library

FRIENDS OF THE LIBRARY BUDGET FY2023-2024

(Approved by email vote)

EXPENSES

Program Account	\$10,000.00
DPIIL	\$10,000.00
Insurance	\$ 2,000.00
P.O.box rental	\$ 240.00
Financial review	\$ 250.00
Misc. donations, gifts, travel	\$ 750.00
Postage, office supplies	\$ 575.00
Filing fees, CT-12 tax	\$ 160.00
Chamber of Commerce dues	\$ 165.00
Bookie Joint supplies	\$ 100.00
<u>TOTAL BUDGETED FUNDS:</u>	<u>\$25,240.00</u>

INCOME ACCOUNTS

Bookie Joint	\$10,000.00
Book cart in library/Vortex	\$ 1,600.00
Interest income	\$ 15.00
FOL donations	\$ 1,200.00
FOL memberships	\$ 225.00
<u>TOTAL EXPECTED INCOME:</u>	<u>\$13,040.00</u>
<u>FUNDS TO BALANCE:</u>	<u>\$12,200.00</u>
<u>TOTAL:</u>	<u>\$25,240.00</u>

BUDGET APPROVAL DATE: 1 July 2023

BOARD CHAIR SIGNATURE: _____

BOARD TREASURER SIGNATURE: _____