

Friends of the Jefferson Madison Regional Library Minutes of June 16, 2016 Board meeting

Attendees: Tony Townsend, Anne Hemenway, Fran Feigert, Melissa Dickens, Peter McIntosh, Tim Tolson, Libby Carpenter, Tom Whitlock, John Halliday, Karyn Trumbull, Peter Manno

Absent: Liza Millett, Jane Kulow, Sharon Heyka, Charity Haines, Nancy Damon

1. President Tony Townsend called the meeting to order at 5:30.
2. Minutes from the April Meeting were presented. Peter McIntosh moved to approve the minutes, Anne Hemenway seconded and all members approved.
3. Treasurer Peter McIntosh presented the proposed budget. We have about \$140,000 more than needed for next year so Peter has proposed that we spend \$100,000 next year for the bookmobile, and also to upgrade our computer hardware and software. Hire a consultant to help with the computer replacement and database work – migrate from Excel-Windows to Filemaker on Mac.
4. The proposed budget includes increasing the salaries for the Friends of the Library staff.
5. Melissa Dickens moved that we donate \$100,000 to the book mobile. Anne Hemenway seconded and all approved.
6. Tim Tolson moved that we spend \$2,500 for computer hardware and software. Fran Feigert seconded, all approved.
7. Anne Hemenway moved to approve the proposed budget, Tim Tolson seconded, all approved.
8. Peter McIntosh shared what kinds of insurance the Friends of the Library holds. This was presented for informational purposes.
9. Tom Whitlock shared communication that he had with a potential new board member, Ted Magelley who has accepted the invitation to join our board.
10. **[CORRECTIONS NEEDED]** Tom Whitlock said the following board members have agreed to serve again:
 - i. Nancy Damon (finishing 2nd term)
 - ii. Melissa Dickens (finishing 2nd term)
 - iii. Charity Haines (finishing 1st term)
 - iv. Tom Whitlock (finishing 2nd term)

Also two officers positions: Anne Hemenway has agreed to continue as vice-president, and Liza Millet will continue as corresponding secretary.

11. Tim Tolson said his term is also expiring this month and he's willing to serve again.
12. Libby Carpenter moved to have Tom Whitlock get the list of board members and directors updated and corrected. Melissa Dickens seconded, all approved. Tim offered to help Tom.
13. Books behind bars: Tony Townsend asked Peter McIntosh to give an update on this program. An activity report was provided. Peter McIntosh assessed that we are covering our costs plus about \$2/book. He said that Red Light management would like us to be buying books we don't have to fulfill needs. Some substitutions are made as needed currently. The Friends should get more recognition for the work being done. It was agreed that we would continue this program. Red Light management will create a web page about the program and we will link to it from our website. Need to get financial cycle for this to be the same as ours, July to June.
14. Reach out and read: Gemila Boubier came and shared information about this program. They provide free books to young children beginning at 6 months to age 5. 25% of the recipients are on Medicaid, but books go to any child that comes into the hospital waiting room. The Friends of the Library has committed to funding for three years. The program has given out about 4,000 books and expects to have given out 7,000 by September. The program has been a huge success. The kids are very excited to get the books.
They would like to begin a waiting room based "bring one take one" sort of wagon to allow children of all ages to take books. They are looking for funding or resources for gently used books. It was agreed that she could come get some books for this purpose. We should have a list of organizations that we support in this way and she is asking to be added to this list. Everyone enthusiastically supported this request.
15. Suggestion was made that we need to have a list of who we donate books to and a policy that guides reviewing requests.
16. Peter Manno presented the Book Sale Director's report. We are getting a good supply of book donations and as we have three staff members they are doing their best to work to go through as many books as possible. Trying to work down storage while there are three staff members, as well as work through books received from Books Behind Bars. StuffRaiser is a place we sell specific books that wouldn't get as much money in the sale. We've made about \$12,000 year to date from this. The Summer Kick-Off went well, Liza Millet reported it made about \$30. Peter reports that things are going well. Assistant book sale manager, Zac, is doing a great job.

17. John Halliday gave the Director's report. He will produce a large table sized check to commemorate the \$100,000 donation to the bookmobile. Thank you for the generous support. John Halliday shared a copy of the "Beyond the Books" magazine. He shared that the state gave a 3% increase in state aid, thanks to your lobbying efforts. Again, this past year saw another record high circulation at JMRL. Large increases in audio books (about 6% of overall) JMRL will no longer be charging late fees for children under the age of 16. This is intended to improve reading for the children. They will still be responsible if the books are destroyed or lost. Also completed an ADA assessment of all the branches. Starting on upgrades to make them accessible. Found the Scottsville branch to be in need of many improvements to make the entrance, restrooms, water fountains, etc. accessible. While doing these upgrades, will also be upgrading electrical and carpeting in that branch, so it will be closed for 3 weeks in August.
18. Peter McIntosh shared that he gave the second to last \$75,000 check from the Crozet fund to the Library. Next year will be the last one.
19. Peter Manno said they would be making the back door of Gordon Avenue accessible – push button to open automatically.
20. **Old Business:** none
21. **New Business:** Tim Tolson shared that we have been offered website management by Charity Advantage. They will redesign and host/maintain our website for \$7/mo. It was agreed that Tim should pursue more information
22. Tony Townsend shared that Amazon.com allows you to go to smile.amazon.com to make a purchase and donate a portion of your sales to a charity and JMRL friends can be your charity.
23. Melissa Dickens thanked us for supporting *Reach out and Read* program and that each book has a sticker on it that shows our support. She attended the summer reading kick-off at both the Gordon Avenue and Central branches. One comment received was that it was the "*best night ever!*".
24. Fran Feigert was asked to look in to t-shirts for the Friends especially for use at the Friday's After 5 event.
25. Next meeting is September 15, 2016
26. Tom Whitlock moved to adjourn at 6:40 PM, Tim Tolson seconded, all approved.