

2013 Friends Meeting Minutes February 12, 2013

Attendees & Hours:

Paula Highfill, President	16.0	Carol Ann Grantham, V-P	4.0
Jenny Elliott, V-P	6.5	Diane Kelly, V-P & Treasurer	10.5
Sharman Miller	3.0	Cris Slimak	
Sharon Zambrzycki	4.0	Annette Weber	
Robert Lee	1.5	Stacey Guttman	2.5
Joyce Sternberg	1.5	Sarah Thomason	13.0
April Spencer	2.5	Dee Lemser	1.5
Terri Markwitz (Loretta Reves)*	3.0	Angela Hornburg	

1. Minutes

The meeting was called to order at 5:05 p.m. by Paula Highfill, President. The minutes for November were presented. One correction was noted. Joyce moved the minutes be approved as corrected and the motion was seconded by Robert. It carried unanimously. The minutes for January were then presented and one correction was noted. Sharman moved the minutes be approved as corrected, Dee seconded the motion, and it passed unanimously.

2. Treasurer's Report

Expense categories on the year-end report were revised to more correctly reflect monies given to the library. Total contributions to the library for the year were 75.3% of our gross income. Diane has ordered a book regarding charitable organizations and the format may again be revised, if necessary. Our CD is currently earning .4% interest. Joyce moved that the year-end report be approved, Stacey seconded the motion, and it passed unanimously.

Sharon suggested that we keep track of volunteer hours. Paula suggested we backtrack and account for how many hours already spent so far this year. We will each keep track of any time spent outside the meeting. Time spent will be put on the sign-in sheet at the next meeting or emailed to the secretary.

Diane then presented the January report. We received \$110 in memberships. Book sales accounted for \$323.35. Cash donations included the \$250 award for our membership campaign during National Friends of Libraries Week. Major expenses for January were \$144 for postage and %539.73 for state sales tax. The motion to approve the report was made by Robert, seconded by Dee, and passed unanimously.

3. President's Report

- A. Update on Bond Package & Library Board Activities:** The bond election has been postponed to November. It started out at \$100 million and has been whittled down to \$35 million. A new library will not be part of it. Steve will update the Friends on the

Library Advisory Board's activities at our next meeting.

- B. TLA Virtual Action Day:** The TLA priorities for the 83rd Legislature Virtual Action Day are e-content learning resources (\$9.25 million over the biennium) and incentive grants for increasing literacy and educational success (\$3.4 million/biennium). TLA has provided a sample letter to send to our representatives which explains why TLA is asking for these funds. We are urged to support TLA by participating in Virtual Action Day on February 12 (today).
 - C. TLA Conference:** The 2012 TLA Conference will be held in Fort Worth on April 24 through 27. We are all encouraged to attend. Paula and Diane have found past conferences to be exciting, informative, and energizing. More information can be found at www.txla.org/annual-conference.
 - D. 2012 Financial Reports Audit:** The financial reports audit is scheduled for April 9 at 4:30 p.m. Joyce and Stacey volunteered to perform the audit.
 - E. Google Workshop/Database Entry:** This workshop is being offered through NTLP. We are looking at reorganizing how we do our email, database entry, etc. Sarah is working on coordinating our email between Register.com and Google.
- 4. New Business**
- A. Library Wish List:** Annette presented the Library's wish list for 2013. It includes \$2,750 for children's materials (books & media); \$250 for hospital bookmarks; \$500 for 50 *Books for Babies* kits; and \$1,500 to support the summer reading club program. Annette will check to see if the number of bookmarks and books for babies is accurate. Diane asked that the timing of payment for these items be coordinated to insure there is adequate cash flow. A motion to approve the wish list was made by Diane and seconded by Sharon. The motion passed unanimously.
 - B. Letterhead and Envelopes:** It is time to get more letterhead and envelopes printed. Paula will obtain quotes from other sources due to the poor quality of the last printing.
- 5. Unfinished Business**
- A. Meeting Time Change:** We will meet at 6:00 p.m., effective with the March meeting.
 - B. Unfilled Officer Position:** We are still looking for someone to fill the position of Secretary.
 - C. Mansfield Reads:** Jenny explained the Mansfield Reads program to our new members and asked for volunteers. Pre-event activities will take place on Saturday, April 13. The sponsor commitment date is March 1. The books and the author will be announced at the City Council meeting on March 25.
- 6. Adjournment**
- The meeting was adjourned at 6:45 p.m. The next meeting is March 12, 2013, at the new time of

6:00 p.m.