

Meeting of the Friends of Lake Travis Community Library

January 15, 2009

In Attendance

Joyce Botta, Diane Taylor, Sandy Price, Carol Bosse, Margaret McDermott, Grace Plummer, MaryJo Finch, Helen Kott, Sharron Roger, Judy Winter, Ann Shulte, Kay Rester, Valerie Liebl

Call to Order: The meeting was called to order by President Joyce Botta.

Minutes: Margaret McDermott made a motion that the December Minutes be approved. Grace Plummer seconded the motion and it was unanimously passed.

I. Reports

Volunteer Report – Earlene Loftin

- Earlene reported that there were two new adult volunteers and 21 subs; every position on the circulation desk has been filled. We have six teen volunteers who will qualify for the scholarship program.
- Earlene is encouraging all volunteers to spend some additional time helping with tasks in the back room, but not necessarily on a regular basis.

Treasurers Report – Diane Taylor

- We ended the year with income of \$24,013 and expenses totaling \$17,450 vs. a budget of \$18,800. Total reserves and operating cash amounted to almost \$64,000: reserves of \$43,700 (mostly in CDs) and operating funds of \$20,238.
- We have over \$17,000 in the main checking account: the Friends will need to decide whether to buy CDs with some of the money (given very low interest rates) or leave it in the checking account in case fundraising slows and we need the cash to operate.
- Diane Taylor moved to amend the 2009 Budget by adding a \$600 line item for grant-related expenses. Helen Kott seconded the motion and it was approved unanimously. Diane will adjust other expenses to allow the inclusion of this line item.

Fund Raising – Nancy Pencsak

- Nancy raised \$607.76 from the sale of books during December.
- Sharon Rogers suggested writing a Children's Book as a fundraiser.

Programs – Helen Kott

- Helen presented the following suggested list of programs:
 - Lake Travis Reads
 - Ongoing Genealogy Programs
 - Computer Programs
 - Possible Antiques Road Show
 - Possible visit by an Author

- Tutorials on the Databases given by staff
- Literacy program at LTISD
- Pedernales Electric Program “Going Green on a Budget” or “Are you at Risk for Identity Theft”.
- DVD Seminar, Time Management, Communication Skills, etc.
- Possible Indian Archaeology Lecture to coincide with Native American Indian Heritage month in November
- Helen will head a Committee to decide what programs to go ahead with in the coming year. Mary Jo Finch, Diane Taylor, and Ann Schulty will be on the Committee.
- Helen will try to have 4 programs this year
- The Vista Oaks reading program has been discontinued due to lack of participation from the residents.

Grants

- Grace Plummer advised that she had applied for a grant from the Texas Book Festival in order to expand our genealogy databases. A decision will be made in April.
- Grace was also looking into applying for a grant from the Texas Library Archives.
- Diane Taylor moved that the Executive Committee be empowered – in time-critical situations – to make any necessary decisions regarding grant proposals. This was seconded by Grace Plummer and approved.

Publicity

- Sandy Price has completed a Membership Form to be included in the New Neighbor packet distributed by the Women’s Club.
- Sandy would like a poster to be displayed in the library advertising Randall’s Good Neighbor Program.
- An informal gathering was suggested, maybe celebrating the Library’s birthday, which people interested in volunteering could attend.
- Sandy asked for “neighborhood” email lists so that she could include information on The Friends.

II. OLD BUSINESS

A By-Laws:

Margaret McDermott moved that the amended ByLaws as presented by the Committee be approved, this was seconded by Sandy Price and unanimously approved.

B Seton Tea:

Sharon advised that the Library’s theme at the Seton Tea will be “Lake Travis Library a Place of Magic”. The Friends will pay for the Library Director and a staff member to attend.

C Report on Friends Book Sale Shelf:

\$86 has been made in the month at the shelf has been in place.

III. NEW BUSINESS

- Margaret presented the Contributors Plague which will be put up in the Library. Joyce and Sandy will work to publicize this.
- **Audit Committee** - This will consist of Nancy Pencsak, Diane Taylor, Amy Holland and Joyce Botta. They will meet in early February.
- There is a need for more help in the back room, Valerie will send an email to all The Friends asking them to contact library staff if they have any free time.
- **Library District Meeting**. - Joyce attended the January meeting and advised that there will be elections to the Board in May when two seats become available. The deadline will be March 18th.
- A resolution was passed that any donations exceeding \$25 that are not specifically designated will go to the Library Building Reserve Fund.
- Sharon Temple has been hired on an hourly basis to prepare the Annual Report.
- The positions for Library Director and Part Time Library Assistant will be posted this week. A Committee has been formed to preselect applicants before they are presented to the Board. The Committee will consist of Sharon Rogers, Joyce Botta and Helen Kott.
- Joyce asked for volunteers to attend the Library District meetings held on the 2nd Monday of the month. Diane, Grace, Sandy and Valerie volunteered to attend two meetings a year.
- Helen asked that we all vote in “Lake Travis Reads”
- The meeting welcomed a new “Friend” Judy Winter.

IV. NEXT MEETING

The February 19th meeting will be held at 9.30 AM in the Library

Valerie Liebl, Recording Secretary

Joyce Botta, President