

**Meeting of the Friends of Lake Travis Community Library
October 17, 2013**

In Attendance:

Diane Taylor, Jean Hennagin, Jana Dodd, Nancy Pencsak, Margaret McDermott, Valerie Liebl, Ginger Gober, Sabrina Long, Joyce Botta, Jody Roelofs, Sharon Temple, Joan Buzzard, Carol Black, Helen Kott, Morgan McMillian, Linden McCoy, Carol Bosse, and Maureen Mulroney

Call to Order: The meeting was called to order at 9:30 a.m. by President Diane Taylor.

Minutes: The September 19th minutes were presented. After one correction, Jody Roelofs made a motion to approve with Joyce Botta seconding. The minutes were approved as corrected.

Treasurer's Report:

- Amy Holland sent copies of her report, which Diane Taylor reviewed
- Margaret McDermott made a motion to approve the October 17th treasurer's report. Jean Hennagin seconded the motion and it was passed.
- Report is attached.

Old Business:

- Amy Holland's research indicates we do not need to designate a particular use for funds we carry over from year-to-year. The only "restriction" is that we use the money for the stated mission of our organization, which is to promote and support the mission and policies of the Library District.
- Review of our by-laws indicates we can add standing committees, such as the Rotating Art Exhibit Committee, at any time without having to change the by-laws.
- A committee comprised of Joyce Botta, Amy Holland, Jody Roelofs, and Ginger Gober recommended against developing a specific precedent or policy regarding bricks to honor library staff. Ginger Gober made a motion to use our discretion on an individual basis in honoring someone's service when they leave the library. The motion was seconded by Joyce Botta and approved.
- Jean Hennagin reported on the Dancing with the Stars Gala, which will generate about \$5,000 for the library. People who may have wanted to attend were not aware of the event. She suggested a video showing of the competition in the Library Meeting Room sometime in November with wine and refreshments provided by the Friends. An evite would be sent to all friends and other library supporters. It will also be advertised in the newsletter. There would be a limit of 75 people and additional showings could be arranged if necessary. Margaret McDermott made a motion to approve \$300 for the purchase of wine for the event. Joyce Botta seconded the motion and it was approved. Jean will check meeting room availability and coordinate the event.

- Sabrina Long reported on the brainstorming meeting on what staff activities might be taken over by volunteers. Members attending were Sabrina Long, Joyce Botta, Ginger Gober, Jana Dodd, and Morgan McMillian. The most pressing need is volunteer staffing for the children's area. Interlibrary loans have been taken over by Helen Kott. Other current needs include display window help, handyman tasks, weeding of beds, and problem box repairs. Sabrina will make a list of instructions to enable others to work on items in the problem box. She will also make a list of all the ideas that were discussed.
- Joyce Botta has contacted approximately three-quarters of the list of volunteers to gauge their willingness to become more involved in volunteer opportunities.

Budget Direction: Diane Taylor

Diane Taylor presented several options to consider as we establish a budget that reflects the Friends' priorities in 2014 and the role it will play relative to the District. The discussion will be continued in November on these and other options:

- Continue pretty much as we have been doing. We would give the Library money upon the request of the Library District or by the Library Director with the approval of the District Board. We will support the Library financially and as volunteers. During the discussion, it was suggested that we budget in a way that better reflects our actual income and expenses.
- Reflect the funding/budgeting role and responsibility of the District in our own budget and spending decisions. In this option, the Friends would allocate a lump-sum amount for Library contributions and pay it directly to the Library District without waiting for a specific request. The lump-sum could be undesignated or it (and subsequent reserves we accumulate) might be designated for a Briarcliff satellite if the District establishes such a capital fund. The rest of the budget would be allocated for scholarships, operating costs, and activities the Friends want to initiate that are consistent with our and the Library's mission.
- Initiate programs and events funded and sponsored by the Friends, reflecting our desire to be "doers as well as supporters" for the Library. Program initiatives were also discussed at the April planning meeting. Ginger Gober will look into costs associated with an author-speaker program as one option. The Seton Tea and the July 4th Parade are examples of other events we could specifically undertake.
- After much discussion, the matter was tabled and will be considered at our next meeting.

Reports

Library District - Margaret McDermott

- Bob Johntz attended his last meeting. Alan Gober has been sworn in to replace him.
- The Board has signed a contract with a firm to help with sales tax recovery.
- Building issues continue to be addressed.

Library Director's Report - Morgan McMillian

- Workers will be on the premises in the next couple of weeks repairing the arches out front and replacing windows.
- Numerous programs with speakers and Halloween events are scheduled in the next couple of weeks.
- November events include a Hunger Games Party, a Lego event, an art reception and several speakers. Check the calendar for specifics.

Volunteers - Linden McCoy

- Current needs include staffing of the children's area desk as well as adult volunteers for the Sunday afternoon shift.
- The next training session for new volunteers will be Sunday, October 20, 4-5 p.m.

Fundraising

- **Book Sales - Nancy Pencsak**
The book sale went very well with receipts totaling \$2,441. Leftover books went to Africa, an Arkansas Chinese institute, several teachers, a halfway house, etc. A Goodwill employee picked up and delivered the remainder to Goodwill.
- **Brick Sales - Ginger Gober.** Eighteen bricks have been sold.

Corresponding Secretary - Valerie Liebl

- Cards were recently sent to P. A. Penley, Jennifer Ellis, Bette Riche, and Don Walden. Valerie will send a card to Elizabeth Walden, who had surgery.

Scholarship Committee - Joan Buzzard

- Application packets are ready and will be available at the circulation desk in January. Current teen volunteers will be informed about the packets and told it will be up to them to apply. The committee is preparing an informational brochure for the schools. All current teen volunteers will be alerted to the new volunteer hour requirements effective in 2015.

Rotating Art Committee - Diane Taylor

- The IRS requires that we report any new activity we undertake, so we have notified the IRS of our Rotating Art Exhibit Committee and included a copy of the policy adopted by the District Board.

Our next meeting will be Thursday, November 21st, at 9:30 a.m., in the Meeting Room at the Library.

Carol Bosse, Secretary

Diane Taylor, President