

MINUTES
FRIENDS OF THE LIBRARIES OF TOWNS COUNTY (FOLTC)
BOARD MEETING MINUTES
February 12, 2019

I. Call to Order

President Suzanne Carter called the meeting to order at 1:05 p.m. at Towns County Public Library. Other Board members present were: Marcia Aunspaugh, Amy Barrett, Kathy Day, Darlene Pilcher, Elaine Roberts, Elaine Vickers, and Tammy Wells. Others in attendance were Friends Barbara Hale and Anita Nagel and TCPL Branch Manager Debbie Phillips.

II. President's Report:

President Carter welcomed Anita Nagel to the meeting and read a thank you note from Towns County Public Library for FOLTC's sponsorship of the 2019 adult winter reading program and OneCall Now renewal.

III. Minutes

The minutes of the December 11, 2018 Board meeting were presented by Kathy Day. Elaine Vickers moved that the minutes be accepted; motion was seconded by Tammy Wells; passed unanimously.

IV. Treasurer's Report

Treasurer Jim Reynolds had distributed the Treasurer's Report via email prior to the meeting. The report was for the period of January 1, 2019 – January 31, 2019. Beginning balance was **\$18,994.96**. Total income was **\$396.05**; total expenses were **\$0.00**. The balance as of January 31, 2019 is **\$19,391.01**, with unencumbered funds of **\$12,391.01**. The financial report was accepted.

V. Library Reports

Debbie Phillips reported on the 2019 "Reading in a Winter Wonderland" Adult Reading Program. There are 21 people registered to participate. She thanked FOLTC for their sponsorship of the program and expressed that the program has been a success so far. The CPR class and Red Cross Blood Drive were both well attended.

No one was present from Mountain Regional Library to provide a report.

VI. Corresponding Secretary

Judith Lee did not attend but submitted that she had not sent out any cards since the previous meeting. A sympathy card needs to be sent to Barbara Hale and Melanie Beighley.

VII. Book Bunch 'n Lunch

Gigi Smith did not attend. Barbara Hale provided information regarding the upcoming March meeting for which she will be the discussion leader. The book will be Dr. Seuss and Mr. Geisel: A Biography by Judith and Neil Morgan.

VIII. Bookstore/Book Sales

Marcia Aunspaugh reported that the inventory in the bookstore has all been recently replaced with new inventory.

IX. Bake Sales

2019 bake sales will be held in conjunction with the book sale May 31 & June 1 and at TCPL on June 13. A decision on whether we will do another pie sale in 2019 will be made at the next meeting. Feedback from those who worked on the day of pie pickup was that the pickup time window can be shortened and bread should be set up as a pre-order and pre-pay, just like the pies. A bookmark will be needed to promote the book/bake sales.

X. Membership

Tammy Wells reported that membership activity has been slow.

XI. Newsletter

Darlene Pilcher requested articles be submitted by the 1st day of each publication month: February 1, May 1, August 1 and November 1. She would like to include some other literary topics in each issue that will expand information provided beyond just what FOLTC has done or has coming up. Ideas expressed were: Fun Literary Facts, upcoming library events at the 2 branches, and a "Did You Know?" feature.

XII. Publicity

Amy Barrett reported that she would like to add more interactive features like surveys, comments and themes to the FaceBook page.

XIII. Old Business

a. Shed Improvements:

The committee has been forming a list of the needs for the shed. Darlene has contacted an electrician to assess what will be involved. Once a better idea of the scope has been determined, Marcia will discuss with Vince.

b. Magazine to honor Jane Farrell:

Doris Tilly researched gardening books for the libraries and found no new titles were needed. As an alternative she suggested subscriptions to Garden Gate magazine be purchased for each of the two branches. It was decided to subscribe for 2 years for each library at a cost of \$30 each, total \$60.

XIV. New Business

a. National Library Appreciation Week, April 7-13:

Marcia Aunspaugh moved that FOLTC purchase \$15 Ingles gift cards for all library employees at MRL and TCPL to recognize National Library Appreciation Week. The motion was seconded by Tammy Wells; passed unanimously.

b. Book/Bake Sale Dates:

It was decided that the book/bake sale at MRL will be held May 30 – June 1. There will be a Members Only night (book sale only) from 3 – 6 p.m. on May 30. The bake sale at TCPL will be June 13 in conjunction with the day of the summer reading program puppet show.

c. Location of Records Off-Site:

Suzanne is updating a document that indicates where FOLTC records can be located if not stored in the file cabinets at MRL. Treasurer Jim Reynolds has 2018-19 financial records at his home. Records for 2014-17 are in the file cabinet. Recording secretary Kathy Day has a notebook of official agendas/minutes from 2011-present at her home. Membership chair Tammy Wells has membership forms stored at her home and on a flash drive. She will try to have a copy of the flash drive made to store in the file cabinet. President Carter has the FOLTC notebook with minutes, agendas, newsletters, bylaws, etc.

d. Towns County and Regional Library Board Meetings:

The following people have agreed to represent FOLTC at these meetings:

Regional Library Board:

June 12th, 1:00 p.m. – Marcia Aunspaugh (Mountain Regional Library)

August 7th, 10:00 a.m. – Doris Tilly (Union County Public Library)

Towns County Library Board:

April 9th, 10:00 a.m. – Kathy Day (TCPL)

July 9th, 10:00 a.m. – Suzanne Carter (TCPL)

October 8th, 10:00 a.m. – Open (TCPL)

The meeting adjourned at 2:50 p.m. by President Suzanne Carter.

Respectfully Submitted by Kathy Day, Recording Secretary

Approved April 9, 2019