

**MINUTES**  
**FRIENDS OF THE LIBRARIES OF TOWNS COUNTY (FOLTC)**  
**BOARD MEETING MINUTES**  
**June 12, 2018**

**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: Amy Barrett, Kathy Day, Jane Farrell, Judith Lee, Darlene Pilcher, Jim Reynolds, Susan Sinram, Gigi Smith, Elaine Vickers, and Tammy Wells. Others in attendance were Friends Marcia Aunspaugh & Barbara Hale; Debbie Phillips, TCPL Branch Manager; and Vince Stone, Regional Director.

**II. President's Report:**

President Carter welcomed everyone and expressed thanks to all who worked to make the recent book and bake sale a success. She thanked Jane Farrell for her service as a board member and her dedication to the FOLTC bookstore. She presented a Certificate of Appreciation to Jane who is moving away from Towns County. She also welcomed Elaine Roberts to the bookstore committee.

**III. Minutes**

The minutes of the April 10, 2018 Board meeting were presented by Kathy Day. Jim Reynolds moved that the minutes be accepted; motion was seconded by Darlene Pilcher; passed unanimously.

**IV. Treasurer's Report**

Treasurer Jim Reynolds had distributed the Treasurer's Report by e-mail prior to the meeting. The report was for the period of January 1, 2018 – May 31, 2018. Beginning balance was **\$18,803.53**. Total income was **\$1,784.55**; total expenses were **\$9,702.22**. The balance as of May 31, 2018 is **\$10,885.86**, with unencumbered funds of **\$4,885.86**. The financial report was accepted.

**V. Library Reports**

Vince Stone congratulated FOLTC on the success of the recent book and bake sale. He expressed that the library staff was pleased with the use of the alcove inside the main library as a staging area for the bake sale. He received financial support from all 3 Friends groups that allowed them to purchase the camera equipment. A collection of 100 audiobooks on CD was donated to the library, and special shelving has been purchased to house them at MRL. He reported the State materials budget allocation for Mountain Regional Library System was increased for fiscal year 2018-19 to \$17,200.

Peggy Keys-Burrell was unable to attend the meeting.

Debbie Phillips reported the first session of the summer reading program at TCPL was attended by 92 children for the tie dye event. She shared there will be a Movie on the Square every other Friday night in Hiawassee through the summer. TCPL will be selling popcorn as a fundraiser.

#### **VI. Corresponding Secretary**

Judith Lee reported sympathy cards have been sent to the family of Zell Miller, Maria Thomas on the death of her grandmother, and to Lynn Bartlett on the death of her husband. A get well card was sent to Elaine Vickers. Suzanne Carter requested that a thank you letter be sent to Stan Anderson for his creation of the new FOLTC logos. Judith requested good quality paper and envelopes; she will print letterhead with the new logo.

#### **VII. Book Bunch & Lunch**

Gigi Smith reported that the June book is Blood and Honor by Reinhold Kerstan. The July book will be The Long Goodbye.

#### **VIII. Bookstore/Book Sales**

The book sale on May 31, June 1-2, 2018 generated \$1,324.71.

#### **IX. Bake Sales**

The bake sale on June 1-2, 2018 generated \$907.25.

Elaine Vickers thanked everyone for their help with the bake sale. She expressed concerns regarding the money accounting procedures for the multi-day sales that will be worked out with Jim Reynolds; concerns regarding confusion on the operation of the automatic doors at the library entrance during the bake sale. The next bake sale will be June 28, 2018 at TCPL in conjunction with the summer reading program.

#### **X. Membership**

Membership renewals and new members generated \$473.00 on May 31, June 1-2, 2018. Tammy Wells suggested that our new logo be placed with each article that appears in the newspaper to draw attention and to create a brand that people will recognize and increase awareness of FOLTC.

A sub-committee was formed of Kathy Day, Jim Reynolds and Tammy Wells to explore a display in the bookstore to recognize business members and large donors.

#### **XI. Newsletter**

Darlene Pilcher requested all articles for the August newsletter be submitted to her no later than July 15th so the newsletter can be written and distributed before she leaves town.

#### **XII. Publicity**

Amy Barrett is continuing to post Events and Reminders on the FOLTC Facebook page. She had posted photos before & during the recent sale to generate interest. She

reported on our Facebook traffic, statistics on shares, visits and comments. Traffic is increasing and those of us who are Facebook users need to continue to share and invite our Facebook Friends to “Like” the FOLTC page in order to increase our exposure.

### **XIII. OLD BUSINESS**

- a. Memorial Book for Zell Miller – 3 suggestions were presented. Kathy Day moved that FOLTC purchase the book Travels with Foxfire to be donated to Mountain Regional Library in memory of Zell Miller; motion seconded by Tammy Wells; passed unanimously.
- b. Logo– Suzanne Carter has continued to work with Stan Anderson on finalizing the new logo. Blue has been selected as the main color; to be used on the newsletter, letterhead, envelopes, publicity items. Work on the sign for the bookstore continues.

### **XIV. NEW BUSINESS**

- a. Amazon Smile banner – Jim Reynolds has received a suggestion from AmazonSmile for including the AmazonSmile banner on all of our advertising, publications, etc.
- b. Fall Book Sale – October 12 – 13, 2018 will be the next book sale.
- c. Bookstore/Book Sale Chair - Jane Farrell has resigned as the Bookstore Chair as she will be moving from the area. Marcia Aunspaugh has agreed to fill the position. Jim Reynolds made a motion to appoint Marcia Aunspaugh to the Board as Bookstore/Book Sale Chair; motion was seconded by Tammy Wells; passed unanimously.  
It was also noted that Barbara Hale is in charge of paperback fiction; Tammy Wells is in charge of hardback fiction; Marcia Aunspaugh is in charge of non-fiction and children’s books; Elaine Roberts will assist Marcia with nonfiction.
- d. Business Showcase – It was decided to participate again in the Chamber of Commerce Business Showcase, September 27, 2018
- e. Fall Raffle – Kathy Day shared a basket of wood-turned items and cutting boards that her husband, Bill, made and has donated for use as a raffle in the fall. Tickets will be sold in advance of and during the Business. A decision regarding when the drawing will take place is pending.
- f. Fall Pie Sale - It was decided follow up on conducting a sale of Mercier’s Orchards pies as a fundraiser. Pies would be pre-ordered and pre-paid, for distribution the week of Thanksgiving. Elaine Vickers will follow up on pricing with Mercier’s. A committee was established to work on this project: Elaine Vickers, Jim Reynolds, Tammy Wells, and Darlene Pilcher.

The meeting was adjourned at 3:00 p.m. by President Suzanne Carter.

Respectfully Submitted by Kathy Day, Recording Secretary  
Approved August 14, 2018