

Friends of the Library

## MINUTES

Wednesday, October 16, 2024

11:00 am

Republic Library

President Engelking called the meeting to order at 11:06 am

**Present:** Patrice Beckwith, Joan Smith, Emily Burt, Arwen Wooley, Diane Engelking, Katherine Meade, Julia Hersberger, Marna Friend. Cherie Gorton stopped in briefly.  
**Guests:** Leslie Tietsort, John Eikelman, Dan Smith.

**Minutes** for September 18, 2024. Arwen made a motion seconded by Patrice to approve as written. **Motion Passed.**

**Treasurer's Report:** Sept 19 - Oct 13th: Profit & Loss Report and Balance Sheet were emailed to all members.

\$295.35 expenses.

\$10.00, one new membership

\$282.79 regular checking

\$671.31 regular savings

\$13,277.12 building fund savings

\$4,095.62 building fund checking

Total assets: \$18,326.84

PUD funding will pay for the membership drive mailing, welcome letter, note cards and stickers. These funds are being administered by the City of Republic.

Survey Monkey subscription: Has successfully been canceled.

Cash box instructions: Arwen will draft.

National Geographic subscription is now covered by NCW.

Emily makes a motion seconded by Julia to accept the Treasurer's Report. **Motion passed.**

### **President's Report:**

Note cards and stickers: Ordered and located in the basement on the shelf and labeled "FORL". Paid from building committee outreach budget (PUD) : 250 note cards and envelopes and return address labels \$251.56.

Annual Meeting notice: Confirmed that website and Facebook page have been updated with annual meeting date: (They have been updated since prior to October 12th.) Membership mailer has the date on the top as well.

**Action Item:** Katherine will prepare a poster to be posted at the library by Jas and sent to Christina B. for FB, and to the Extra for Nov. publication.

Arwen made a motion to expend \$50 on an ad in the Extra, seconded by Patrice. **Motion passed.**

Programming supplies: Jas reports they are covered through next year.

Arwen made a motion seconded by Emily to approve the President's report. **Motion passed.**

### **Librarian's Update:**

Our Librarians thanked us for our work on the Friends of the Library Board. (Next week is FOL Recognition week). They acknowledged us with flowers and cookies!

Security cameras: NCW will install cameras based on their schedule.

Carpet cleaning: has been done. Smells better and removed the stains.

Library events: Pam's soap class for adults 10/16 @1:30 pm.

Thursday, October 24th @ 10 am at the library: Scott's Bros Coffee, "The Science behind the Brew".

ALA Grant: \$10K to purchase CCTV, magnifiers, and other items to make the library resources more accessible.

Halloween: Jas has prizes/treats for the City of Republic Trunk or Treat 3- 5:00 pm.

Smoke detector: Concern that people are smoking in the bathroom. Jas is going to look for a smoke detector and report back.

### **Building Committee Update:**

Project update: Status of search for an owner representative: Interviewed 2 corporate construction management companies with the intent to recommend to the City to hire a FORL "owner's representative". Both candidates would be good.

Selected one to propose to the City Council, Turner & Townsend Heery, to enter into a contract as the City is administering the PUD Economic Development grant.

Grants: No new awards but the team is working on leads for 2 additional grants suggested by TEDD.

Naming Rights policy: Drafted a policy. Investigated what other FOL groups are doing. Will continue to work on the final policy.

Child Care Facility: TEDD, Boys & Girls Club, Rural Resources and Republic School District. Although we have made great progress with the help of Ryan Johnson, RR has backed out of the planning and funding. We will communicate with RR management our disappointment with this decision and express to them that Ryan made great strides in this project and we would like RR to authorize him time to continue working on this. (Ryan does plan to finish up loose ends.)

### **Old Business:**

Membership Drive: mailer and building update insert have been printed. Membership mailer is almost ready to go out to all of 99166 zip code (1861 boxes).

Welcome Letter to 128 new landowners will go out next.

### Annual Meeting plans:

List of current slate of nominees for board members was distributed: even number positions are up for election with 7 positions to be filled. Mary Ciais, Marna Friend, Cathy Jo Gregory, Cherie Gorton, Tina Smith, Katherine Meade, and Leslie Tietsort have asked to be added to the slate of nominees.

Jas is able to set up ZOOM for the annual meeting. (Sec note: Google Meet event:

<https://calendar.app.google/dSX1YFw6JEadCJiD8>). Google Meets link can also be posted on the website.

**Action Item:** Arwen to send the link to WebRadish (website master).

Dan asked if he could vote by proxy for his wife, Tina. This is not setup in our bylaws. (Sec. Note: Tina *will* be at the annual meeting).

**Action Item:** Arwen will update Friends who are eligible to vote.

Set up: Cherie is not available but Katherine will lead set up. Diane & Cherie will make cookies, Arwen & Marna are going to make something savory. We will also have beverages.

Date of book sale: Tabled

**New Business:**

Code of Ethics Policy: Draft policy was sent around. Cynthia added:

“A Board member may be removed from the board for a violation of the code of ethics upon a majority vote of the Board.”

Katherine would like to add a procedure: “Any Friends member can voice concern and bring it to the attention of the FORL Board at a regular board meeting.”

Arwen made a motion that with the addition we publish this draft on our website as notification to our members. Seconded by Katherine. **Motion Passed.**

Addition of an evening board meeting: Suggestion is to hold every other meeting in the evening. Ask board members at the evening annual meeting if this will be more convenient for them.

**Action Item:** Cynthia & Diane to add to annual meeting agenda.

November meeting: Is it covered by our annual meeting?

Emily made a motion to substitute the November regular meeting with the November annual meeting, seconded by Patrice. **Motion passed.**

The Audit Committee met immediately following the board meeting.

Friends stayed to help stuff mailers.

NOTE: please update your **volunteer hours** at:

[https://docs.google.com/forms/d/e/](https://docs.google.com/forms/d/e/1FAIpQLSfkuoioBoKLJ5qTYyCyZo6dAXpP3hLW44Qw2jYGbInFqP4Vqw/viewform?vc=0&c=0&w=1&flr=0)

[1FAIpQLSfkuoioBoKLJ5qTYyCyZo6dAXpP3hLW44Qw2jYGbInFqP4Vqw/viewform?](https://docs.google.com/forms/d/e/1FAIpQLSfkuoioBoKLJ5qTYyCyZo6dAXpP3hLW44Qw2jYGbInFqP4Vqw/viewform?vc=0&c=0&w=1&flr=0)  
[vc=0&c=0&w=1&flr=0](https://docs.google.com/forms/d/e/1FAIpQLSfkuoioBoKLJ5qTYyCyZo6dAXpP3hLW44Qw2jYGbInFqP4Vqw/viewform?vc=0&c=0&w=1&flr=0)

As there was no other business, the meeting was adjourned at 12:06 pm

Next meeting is our **ANNUAL MEETING**, Tuesday, November 12th at 5:00 pm

December regular business meeting: Wednesday, December 18 at 11:00 am, will be held only if needed.

Respectfully submitted,  
Patrice Beckwith, Vice President