

Little Elm Friends of the Library
October 19, 2016 ~ 7:00 pm
Little Elm Library ~ Regular Monthly Meeting

Attendance:

Board members present: Cathy Wood (President), Jen Morick (Vice President), Joe Deaver (Treasurer), Diana Russell (Secretary), At-Large Officers: Jane Schoknecht, Randy Farmer (newsletter editor)

Library Manager: Lynette Roberson

Board members absent: Erica Rios (at-large)

Board appointees absent: Tony Luton (Scholarships); Claudia (CJ) Stooksberry (Publicity), Kim Majestic (Membership)

Members Present: Michel Hambrick (new member)

The meeting was called to order by Cathy Wood, President, at 7:00 pm.

Announcements: None

Minutes (Diana Russell): September minutes were sent in advance via email and copies were distributed at the meeting.

Motion & Second: Approve the minutes as written.

Vote: Motion carried.

Treasurer's Report (Joe Deaver): Copies of the most recent accounting records are available on request to: treasurer@littleelmfol.org.

- 1) Trivia website update 90% completed. Need VIP book list to import. (Renewed ElbowSpace form service).
- 2) Final scholarship check disbursed for Joynae Renter.
- 3) Paid literacy books bill and two nursery checks.
- 4) Provided FOL debit card to Erica. Received new card for Jane.
- 5) Received latest Kroger Community Rewards check for \$86.22.
- 6) Received Trivia 2017 sponsor check from Bill & Jane Schoknect \$1,000.
- 7) Posted announcements on Facebook regarding both check events.
- 8) Authorized purchase of coin counting machine will be done by meeting.

9) I recommend the vending machine be sold. The staff's time is better spent elsewhere rather than dealing with keeping the machine stocked. It's been a huge hassle on the accounting and tax aspects in recent years. Since it was Spencer who proposed the acquisition, Lynette is under no obligation to support the on-going operation of the machine. I feel our time is spent better elsewhere. Dealing with this has taken away time I could have been spending on Trivia and pressing personal issues. I propose we continue selling the current stock until depleted. We're already into fourth quarter sales tax period, so it would be good to wrap it up by year end. If the town wants to take it over, I'm sure we can come to some agreement.

Motion and Second: Approve discontinuing FOL involvement in the vending machine by the end of December 2016.

Vote: Motion carried.

Literacy Report (Jen Morick):

- 1) Classes started smoothly on Sept. 8 and continue to run very smoothly.
- 2) Diana bought a new storage cabinet for the childcare room, so for the first time each room that we use has its own cabinet. This makes getting our books, pen-cils, notebook paper, etc., and putting away those items much easier.
- 3) Dianne Wohletz is going to be training Janice Robinson, a new volunteer, in tutoring an ESL student who is not able to be placed in one of our current classes. This tutoring will be done on an experimental basis to explore its feasibility.

Library Report (Lynette Roberson):

- 1) Debra Rice is the new library clerk, and Alicia Zalusky is the new library page.
- 2) Mobile Hotspot Lending Program: Testing of device from Mobile Beacon (Franklin Wireless R850, Sprint network) has been completed, and for comparison a Verizon Mifi Jetpack was also tested. The Town's Purchasing representative is reviewing Mobile Beacon's contract for approval.
- 3) Point Bank Check Presentation: Point Bank is on the November 15th Council agenda to make their check presentation. Celso has been notified and has reached out to Point Bank representatives for a statement. A small reception to show the library's appreciation was planned but had to be canceled due to the presentation date change. Pricing for a 50 person reception was received from Roma's in the amount of \$447.50. Pricing for a student musician to play jazz piano background music was confirmed for \$125/hour.
Cathy suggested getting prices on snack trays from Kroger and others agreed that these trays are a good idea.

Membership Report (Kim Majestic):

- 1) FOL Membership and Adult Literacy participated in Woofstock 2016 on Oct. 14.

2) Attendance to the event seemed a little lighter than we had hoped. This may have been due to other events occurring on the same day.

3) Our membership numbers have remained the same for a few months, perhaps we could brainstorm together at this meeting to attract new members to help with the FOL functions. Let's challenge ourselves to bring at least one new person to our next meeting.

Because Kim had a last-minute conflict that precluded her attendance at the meeting, discussion of ideas to attract new members was tabled until she can participate in the discussion.

Public Relations Report (sent from CJ Stooksberry):

1) Yesterday's event at the Woofstock Festival was fun and WINDY!! Lion's Club didn't make much profit. I like promoting other non-profits and community groups, but I'm not sure that having a booth at these events with a very specific audience is the best use of our time. That being said, we are able to be very visible at these events and they give us a chance for the community to see that we are there. So, if we go into these events understanding that it is not for profit, but for visibility, we will not be disappointed.

2) For the Nov 5 event at Button Methodist, I will have my own table selling fudge and cake pops. The table for Lions was offered when I was talking with Christi Marashi about Trivia so I asked if FOL could have a donated table also. However, I can't man both booths and my own. I have asked that the FOL and Lion's tables be next to my booth, but I need people to volunteer an hour of their time to man the table. Erica Rios has volunteered for 11am-noon. My proposal is that we combine the Lion's table with the FOL table and share one table. Each group can have half of the table for the literature and whoever is seated at the table can promote both groups. If we do this, we will only need six people to man the table.

Everybody at the meeting had conflicts that precluded their being able to help with a table on November 5.

3) I have spoken with Christi Marashi with Ladies of Little Elm Book Club. She has six women committed to handle the VIP table decorations for Trivia Night but she is unable to attend any meetings until after Nov 5 as she is chairing the event on Nov 5 at Button Methodist that we will have a free table at. She is also chairing an event for her child's school around that same time period. As you can tell, she is a "doer"!! She said that after Nov 5, she will meet with a few of us (whoever wants to meet - all included who are interested). She understands that you want to be able to put a "face to a name" - she just can't meet until after these two big events.

We will await the report in November for more information on this.

Scholarship Report (Tony Luton): All of the 2016 scholarships have been paid, and I am going to meet with Robert in the library to create a plan to attract more participants for this current school year.

Trivia Report (Lynn Hidell presented by Cathy Wood):

- 1) Rec Center confirmed for Tuesday, February 28th.
- 2) Domino's has confirmed 75 free pizzas and also will put strip fliers with Trivia information on pizza boxes beginning in February.
- 3) Sonic manager has agreed to put strip fliers with Trivia information on their bags.
- 4) Joe Florentino will be charge of setting up and working concession stand for the event.
- 5) Dr. Lowell Strike has agreed to be the Master of Ceremonies.
- 6) Leslie Maynard will serve as our Head Election Judge and will recruit the six other judges we need.
- 7) Erica Rios will be responsible for online solicitations.
- 8) Cathy Wood will be responsible for registration form submittals, library book placement for teams, and preparation of team packets.
- 9) Joe Deaver is working on Trivia website.
- 10) I have visited with Chad and Lynette about some ideas about a pre party. I will follow up with the Town to allow.
- 11) Spoken to Jeannette and if allowed to have this "party" she will help me get the wine and beer.
- 12) Capital One will help with check out again this year.
- 13) Kay Bell has agreed to be my co-chair as long as she doesn't have to do solicitations. She will also set up the silent auction.
- 14) Biggest gaps are table sign ups, solicitations, bid sheets and under-writing. This event should be making much more than it does. I feel the weakness is under writing.

During trivia discussion, Diana Russell said she has made connection with the new Maya Indian Restaurant and plans to follow up.

Newsletter Update (Randy Farmer): I have the content I need but can't work on the newsletter until this weekend. When finished, I'll send it to Diana to check things like spelling of names, etc. and we can go from there.

Old Items:

1) Chamber membership (Cathy): We are still members of the Chamber on an exchange basis. They want their newsletter ad to be in the January edition because of the timing of their fund-raising event in February.

2) C. J. is proposing that we look at possibly sharing storage with the Lions Club. In discussion, we felt this may be a feasible arrangement but need to look at more details before we can make a decision.

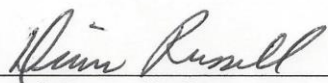
New Items (Breakfast with Santa): The breakfast is scheduled for 8 am to noon at the high school. The FOL needs to decide whether we want a free table for this event and, if so, who will take the lead on arranging for it and setting it up. Diana can **help** with packing up afterward but someone has to take the lead if we want the free table. This would be another good chance to publicize trivia, offer table sign-ups/sponsor opportunities.

In discussion, Jane indicated she may be able to help; and Joe said that he may be able to take the lead on a table at the event if he's not on call for that day. He'll know before the next FOL meeting if he's scheduled for on-call that Saturday.

Motion for Adjournment: Motion & Second made for adjournment. Vote: Motion carried. Meeting was adjourned at 7:59 pm.

Next regular monthly meeting: 7 pm on Wednesday, November 16, 2016 at the library. Respectfully submitted by: Diana Russell

I certify the above minutes to be an accurate and complete summary of the minutes as approved on 10/19/2016.



Diana Russell, Secretary

11-16-2016
Date



Cathy Wood, President

11-16-2016
Date