

## **MINUTES, MAY 15, 2018. FRIENDS OF THE FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT**

The meeting of the FOL was called to order on May 15, 2018 by President Diane Campbell at 7:00 pm in the FOL meeting space. Present were: Bonnie Kalaway, Belindia Elliott, Mary Piper, Carol Prang, Kyle Tarrant, Linda Ptack, Roxy Zimmerman, Karen Cremerius, Pat McNana, Diane Campbell.

The **minutes** of the April meeting were presented. Mary Piper moved to accept the minutes, second by Belindia, motion carried.

**Treasurer's Report**, Linda Ptack: The audit was completed and all was fine. Diane will contact Angelique to get any paperwork she still has.

**Financial:** Balance 4/1/18 = \$24,973.05. Income = \$1,036.40. Expenses = \$1,719.96. Balance = \$24,289.49. Outstanding deposits = \$123.48; Outstanding checks = \$760.00. Net checkbook balance, = \$23,652.97. Carol Prang moved to accept the report, second by Pat Mc Nana. Motion carried.

**Proposed 2018-2019 budget** was presented: projected income = \$9450; withdrawal from savings = \$5450; Total income/savings = \$14,900. Expenses total = \$14,900. Belindia moved to accept the budget, second by Linda Ptack, motion carried. Diane had informed Roxanne of proposed donations to the library so she could plan the Library budget. Diane will give Roxanne the official budget.

Going forward, Roxanne will sign off on any requests from the staff for funds from FOL.

**Library Liaison**, Kirstin: The **summer reading program** kickoff will be Tuesday, June 5. The picnic will be held from 6 – 8 pm; families are encouraged to bring a picnic supper. FOL will provide and serve lemonade and cookies. There will be entertainment, a prize wheel and baskets to be “auctioned”. Contact library staff to volunteer for the kickoff. FOL volunteers should wear their FOL T-shirts. On the same date, FOL will hold a book sale featuring children's books, from 4 – 8 pm; with set up at 1:00 pm and tear down at 8:00 pm; help needed. Contact Belindia to sign up.

**Free Summer Lunch Program for children:** Volunteers are needed to help, sign up on the library website. Time frame is 11:30 – 1:00 pm Monday through Friday.

**Youth Services** has kits for the STEAM program. Items can be checked out at the Children's Department.

**Popcorn machine request** from Jasmine. She is asking for a new popcorn machine to be used for programs and movies. This will be a larger one that is currently in use. Cost \$310. Carol Prang moved to approve the expenditure, second by Mary Piper, motion carried.

**Book Sale:** Belindia. Book donation day, May 26, Saturday, 9 am – noon at the west side of the building. Book sale of Romance, Western, Large print from 9 am – 2 pm in the meeting room. Set up will be Friday, May 25. Helpers needed, a sign-up sheet was passed around. Next “mini sale” of non-fiction will be held on July 14.

The treats which FOL members gave to the library staff were much appreciated.

**Election:** Slate = President, Belindia Elliott; Vice President, Bonnie Kalaway; Treasurer, Linda Ptack; Secretary, Kathy Ross. Mary Piper moved to elect the slate; second by Carol Prang; motion carried. New officers take office as of July 1. Next meeting will be June 19. As Belindia will be out of town, Bonnie will preside.

**DATES:** Baskets for the June 5 reading kick off will be assembled at Diane's home on May 23, starting at 7:00 pm.

FOL Summer Picnic; June 10, Sunday, 1:00 pm at Diane's home. Bring a dish to share, any beverages; chairs and tables if you have them. Diane will provide hot dogs, brats, condiments, serving items. RSVP by June 7 to Diane. Diane will send out a list noting who will bring what items.

We received a **Thank You** from FISH Food Pantry for the 15 bags of food which were received at the March 6 book sale.

Diane presented her year-end **President's report**.

**Future Fund Raising:** Pat McNana proposed researching a possible "restaurant donation" potentially for the week of June 18-22 or July 16 – 20; she will contact Panera to see what their program entails. Roxy moved to approve looking into the program; second by Belindia; motion carried.

**Adjourn:** Carol Prang moved to adjourn; second by Belindia; motion carried; adjourn 8:10 pm.

Bonnie Kalaway, Secretary.

Attached is the 2018-2019 budget and the note which was sent to Roxanne by Diane.

**Friends of the Fox River Valley Public Library  
Proposed 2018-2019 Budget**

| <b>Income</b>                                       |                  |
|---|------------------|
|   | \$               |
| Spring/Fall Book Sales                              | 5,500.00         |
|   | \$               |
| Mini Monthly Book Sales                             | 3,000.00         |
|   | \$               |
| Culvers   | 700.00           |
|   | \$               |
| Donations (Amazon, Staff, misc)                     | 100.00           |
|   | \$               |
| Fund Raisng Event(s)                                | 150.00           |
|   | \$               |
| Kohls   | -                |
|   | \$               |
| <b>Total Projected Income</b>                       | <b>9,450.00</b>  |
|   | \$               |
| Savings withdrawl to cover expenses                 | 5,450.00         |
|   | \$               |
| <b>Total projected income and Savings</b>           | <b>14,900.00</b> |
| <b>Expenses</b>                                     |                  |
|   | \$               |
| District 300 School Buses- 2nd Grade Library Tour   | 2,500.00         |
|   | \$               |
| Book Sale Supplies/Expenses                         | 400.00           |
| IL Department of Revenue/State/Federal Tax and Fees | 1,000.00         |
|   | \$               |
| Summer reading program - picnic                     | 800.00           |
|   | \$               |
| Summer reading program - books                      | 1,700.00         |
| Library Outreach (Membership & Growth Initiatives)  | 300.00           |
|   | \$               |
| Adult Programs                                      | 4,000.00         |
|   | \$               |
| Library Wish List                                   | 4,000.00         |
|   | \$               |
| Misc (book basket supplies, etc)                    | 200.00           |
|   | \$               |
| <b>Total Expenditures</b>                           | <b>14,900.00</b> |

Roxanne,

The Friends budget committee met Tuesday night. I know you are eager for some figures so you can plan the library budget which you have to present to the Board.

Our budget will have to be approved by the members at the FOL general meeting on May 15. With that caveat, the committee is recommending funding of:

|                            |           |
|----------------------------|-----------|
| Programs -                 | \$ 4,000. |
| Wishlist -                 | \$ 4,000. |
| Summer Reading Program     | \$ 2,500  |
| Picnic                     | \$ 800.   |
| Books                      | \$ 1,700  |
| Buses For Elementary Tours | \$ 2,500. |

Looking forward to another great year at the library.

I will get back to you after the May 15 meeting after the Friends vote on the budget to inform you of official figures.

Diane Campbell, President FOL