

Duvall Friends of Library  
Meeting Minutes, January 13, 2016

Attendees: Carol Kufeldt, Linda Bittle, Darlene Logan, Michele King, Jill Dalton, Kathy Huber

Carol called the meeting to order at 6:58 pm

- Carol passed around November's minutes for approval. Jill moved to approve the minutes, Kathy seconded, and were approved unanimously.

#### New Business

- Carol distributed the 2016 budget requests from each of the librarians: \$1,750 for adult programs (including \$250 for Carnation library); \$4,145 for children's programs (plus \$600 for Carnation and/or Skykomish libraries); \$1,800 for teen programs; \$300 for staff meeting snacks. All were approved unanimously.
- Carol reminded us of the KCLS policy on donations – we can provide funds for KCLS programs and staff support, we can provide fliers and inserts for community programs, but we cannot provide funds for community programs. Additionally, she stated that the library's Keurig machine is dying, and we all agreed to replace it immediately.
- Following up from the November meeting, Mary provided a copy of Woodinville's membership letter and Burien's membership card. Carol will mark up to customize for the Duvall library and return back to Mary, so the KCLS graphic team can create these for us.
- We discussed calendar scheduling for the rest of the year:
  - February – identify theme for the raffle
  - March – nail down theme, and start collection donations for the raffle
  - April – finalize donations for the raffle; Michele updates renewal letters that reference Give Big; letters go out electronically to all past/current subscribers (via Mail Chimp); Give Big information is posted to DFOL website
  - May – Give Big occurs; Civic Club plant sale/raffle
  - June – wrap up for summer
  - October – ask librarians for end of year expense requests, plus 2017 funding requests
  - November – approve 2017 funding requests; annual meeting
- We will have a retreat on February 20<sup>th</sup>, 12:30pm, at Michele's house. Carol to bring food
- Michele reviewed the financials for November and December:
  - Cash balance at end of year is \$18,728
  - Book sales in Nov/Dec total \$277; donations were \$14; dues were \$50
  - Our book sales in 2015 were \$795 greater than in 2014, but donation income was \$711 less than 2014 (we didn't publicize Give Big in 2015)
  - We funded \$593 less in 2015 for outreach, program, and staff appreciation than in the prior year – as we fund 100% of what is requested, it appears that either KCLS bumped up more funding, or the librarians didn't need as much in funding to carry out their programs.

## Reports/Updates

- Linda reported that Heidi Bohan, author of *The People of Cascadia*, will be putting on a presentation of the Coast Salish.

## Future meetings/dates

- January 21<sup>st</sup>: Library Legislative day
- February 11, 2016: DFOL meeting @ 7pm in the Meeting Room
- February 13<sup>th</sup>: Duvall Reads *Red Mist* by Patricia Cornwell , 10am
- February 20<sup>th</sup>: DFOL retreat @ Michele's house, 12:30pm
- March 10, 2016: DFOL meeting @ 7pm in the Meeting Room
- March 12, 2016: Duvall Reads The Beautiful Ruins by Louise Penny, 10am

The meeting was adjourned by Carol at 7:48 pm.