

Duvall Friends of Library
Meeting Minutes, May 17, 2012

Attendees: Carol Kufeldt, Michele King, Linda Bittle, Laura Boyes, Rose Hollis, Georgene Jones

Carol called the meeting to order at 7:04pm

- All attendees introduced themselves, and stated name of book they are currently reading.
- Carol stated that since we didn't have a quorum, we couldn't yet vote in Michele as secretary
- The minutes from the prior meeting were distributed. Michele motioned, and Georgene seconded, to accept the minutes as true and accurate. Vote was unanimous and approved.
- Carol introduced Consent Agenda Approval process – in the future she will email minutes, treasury report, and Laura's bullet points, and we will vote for all at once. Michele motioned, and Linda seconded, to accept the use of Consent Approval in the future. Vote was unanimous and approved.

Update on Recent Activity

- In the Give Big campaign, we raised approximately \$600 from 13 donors. Thank you notes are going out to those donors.
- The Civic Club's annual plant sale was a great success, as was our raffle. We pulled in \$591 for all raffle tickets. Thank you emails will be going out to all participants. We discussed re-establishing a collective relationship between the two organizations – reciprocal dues? Work together more?
- Carol reminded us that all volunteers at the library must either be a Friend of the Library, or must complete volunteer paperwork (state patrol records run).
- Duvall Days will be Saturday, June 2nd. There won't be any booths for vendors, but a parade will occur, kiddie carnival/bouncy houses, DCC Kid stage, sidewalk specials, classic car & bike show, and 5k/10k runs.
- Once we have a grand opening date, we will need to coordinate the book pass (parade of books). Need a volunteer to spearhead.

Duvall Library Report

- As previously indicated, we don't yet have an opening date.
- We will have a symbolic book brigade if the police will allow us to close the street for opening day.
- Laura presented program handouts – they need 6 week lead-in to get our dates included. We all agreed that we would officially have meetings the third Thursday of each month throughout the summer. Carol will email dates to Pam Hunter. They won't be in the flyer, but will be in the website.
- It cost \$4,292 for the John Grade sculpture base – which was under budget. We will want to get a plaque with wording stating the base was funded by Friend of Duvall Library and the community.
- A tri-fold is being written up, including history (including the civic club), the green features of the library, and misc data (e.g. square footage, etc.).
- There will be weekly tours of the library, starting a week after opening, until Thanksgiving (or until interest dies down).
- Summer teen programs will be at Carnation, since the new library won't yet be open.

Financial Report

- Carol presented the financial report – all are on budget.

Moving Forward

- Carol presented ALSTAFF – an organization that provides great resources (materials, newsletters, how to sell books online, etc.). Membership dues are \$50 for up to 99 friends, and \$80 for over 99 friends.
- Another organization is the WA Friends of Library – this provides conferences for WA library associations, workshops throughout the year (and throughout the state). Carol will research dues for this organization.
- We may join both.

- Carol has been attending board leadership training – recently held via United Way. Great brainstorming sessions, how to turn around a board in crisis or transition, nuts and bolts, cause of failure (dysfunction, lack of communication). Our group had a good discussion about leadership. Regarding transition – both Rose and Susan will be stepping down.
- Carol also brought up having a board retreat. We could get other non-profits in the valley to join us in the retreat, and discuss training, fundraising coordination, and then break into groups.

Updates and Action Items

- Rose asked about the website status. Carol will follow up with Bengt-Erik to see about status (show is started, but that's it).
- Georgene will email the exact \$\$ raised for the Give Big campaign to Carol.
- Linda volunteered to help coordinate the book sale in the winter. In the meanwhile, she will help the library in the recurring sale of books onsite.
- Carol will create a plan of action for the refreshed recurring book sale.

Future meetings

- As previously stated, we will have meetings throughout the summer for those who can attend. Those dates are: June 21, July 19, August 16.

The meeting was adjourned by Carol at 8:40pm.