

FRIENDS OF THE CASA GRANDE LIBRARY  
BOARD OF DIRECTORS MONTHLY MEETING  
May 2, 2024 @ 8:30 AM  
Meeting Minutes

Present: Barb Brown, Mary Jane Cedar Face (Zoom), Sue Eberle, Richard Flechtner, Grace McMillin, Lisa Morris-Wilkey, Tina Packard, Sue Reeves (Zoom), Bonnie Warren, Amber Kent (Library), Daniel Gallegos (Library), and Jocelyn Krukow (guest)

Absent: Michael Ouellet, Jody Wendt

1. Call to Order  
The meeting was called to order at 8:38 a.m.
2. Minutes of April 4, 2024, Meeting  
Richard Fletchner moved to approve. Seconded by Bonnie Warren. Approved.
3. Old Business
  - a. Donation Plaques  
Amber will look for the plaques. She moved her office to Vista temporarily.
  - b. Laundromat Library Update  
Mary Jane sent an update by email. The new signs and mats are in place. The library provided great little chairs. One laundromat manager said 'no' to a chair for safety reasons. The other laundromat manager was not in to ask. Staff at both laundromats like the new look. Lisa is providing a big basket she found at Goodwill. Thanks to Lisa for also contributing new books. It's exciting to put new books out for little readers! Thanks also to Julie for helping with the sign.
4. Treasurer's Report (Bonnie Warren)  
We received a \$5.99 Donation. The Edward Jones balance went down over the month, but overall is up. Book sales are better at Main than at Vista. Grace mentioned that the Vista book sale shelves are not that visible. ThriftBooks profits are not as high as expected, a total of \$184.46 (February, \$43.01, March \$43.74, April \$97.71). We did not anticipate the 'cost sharing' for freight, etc. We are setting a minimum of around \$15 value for books we send in the future. Tina asked if we want to try selling expensive books on eBay or another platform. We will discuss other online options at our next meeting. Laura Dickson's son, Rob, is now helping with the book sales at Main. Mary Jane is happy to continue taking care of Vista.
5. Librarian's Report (Amber Kent)  
Library Projects. Last month Amber reported that the windows in the Activity Room were scheduled for replacement in April, but the contractor ordered the wrong windows. The correct windows will be installed once they arrive.  
  
Cover-to-Cover Reading Challenge. The library had a successful spring reading challenge sponsored by In-N-Out with over two hundred participants, which represents about double the number last year. Children under twelve could read and earn up to three free burger coupons. We did have at least one dishonest adult who collected over fifty free coupons between the two libraries. We have decided children must be present to collect any donated coupons in future reading programs.

Summer Reading. The Adventure Begins! The Summer Reading Program kicks off on Monday, June 3rd at the Palm Island Family Aquatics Park from 10:30 a.m. to 12:00 p.m. The library has a full calendar of fun programs for kids. Adults will again be able to read for a chance to win a gift basket. Events finish off with the Scholastic Book Fair July 8-13. FOL Board members are welcome to sign up to help with the Book Fair.

LSTA Grant. We will learn about the LSTA grant for community assessment in May. Prescott Valley library will train library staff on conducting community conversations.

Shannon Reynolds is retiring on Saturday. There are lanyards for library volunteers.

6. President's Report (Tina Packard)

- a. Summer meeting times? We discussed whether to meet over the summer. If we decide not to meet, we can always schedule one if needed. We can use email when questions arise or if Amber needs help with the LSTA community conversations or the Scholastic books. Bonnie Warren moved we cancel July and August board meeting. Richard Flechtner seconded. Moved.
- b. 2025 Business After Hours discussion  
We would like to do a Chamber of Commerce After Hours event in 2025, but not a Before Hours event. Tina will follow up.
- c. 2023 Annual Report? Tina asked when do we do this? It is not on the shared drive. We also need minutes uploaded to shared drive. Everyone should try to put all FOTL documents in the shared FOL Google Drive. Minutes have now been uploaded. We have not created an annual report in past years, but this is a good idea. The November or December minutes each year usually report on our contributions to the library for the preceding year. An annual report should include this as well as a final report on all expenditures and income, as well as activities and services we provide. Tina will create a Google form for entering FOL activity information. Grace explained past, unfinished efforts to scan old documents. There are gaps in stored print documents.
- d. Web report – Tina wanted to ensure that Google access was working for board members and their devices. She asked if she should set a rule to forward a copy of all emails to our account to the Board members also (must only reply from the FOTL email account), retaining a copy in original Gmail account. No need to forward emails to shared drive.

7. Newsletter Update (Mary Jane Cedar Face)

At our April meeting, we decided to have a brief newsletter discussion at every meeting, and that we want a summer newsletter. Below are content ideas for the summer issue and everyone was good with these. We will include as many of these topics that can fit in three pages.

- Greetings from the FOL President (Tina will provide).
- The Bookmobile will resume in fall.
- Laundromat Libraries with photos.
- Literati and Lunch Bunch book groups. (Lunch Bunch does not meet in the summer.)
- Summer library programs: The Adventure Begins!
- Book donations accepted announcement.
- Promote Hoopla, Libby, and cloudLibrary e-collections

8. New Business

a. Any big projects for FOL?

Tina asked Amber if she anticipates any big projects for the Friends over the coming year. Amber said we may be able to help with the LSTA community assessment.

b. Welcome to our guest

We welcomed our guest, Jocelyn Krukow . We are glad to see her and encourage her to consider serving on the board. Tina briefly described board goals and member responsibilities.

9. Adjournment

The meeting adjourned at 9:23 a.m.

10. Next Meeting: June 6, 2024 @ 8:30 am

Future agenda items:

- Discussion of other options for selling books online.
- Donor plaque.