

# **FRIENDS OF THE MANCHESTER LIBRARY (FOML)**

## **Regular Board Meeting Minutes for July 23, 2025**

### **Action items:**

- 1) Kathleen to investigate recent missed recycling pick-ups and take action needed.
- 2) John to investigate availability and cost of needed tables/cans/covers at Costco Business.
- 3) John to follow-up with Laura Augove for donation in memory of her friend.
- 4) John to discuss ideas for recognition of the salmon cooks with Terry Bow.
- 5) Chuck Williams to investigate the feasibility of crushed granite behind Library.
- 6) Kathleen to acquire four more glass fish for mounting in the library.
- 7) All to submit suggestions for next "Special Friend" to Dave D. by August 16.

### **Motions approved:**

- A) Authorization approved for spending up to \$1762 for four more glass fish.

**Call to Order:** Since President Dave Denniston and Vice President Penny Johnson were unavailable, Director Chuck Williams called the meeting to order at 7:02 p.m. Chuck determined there was a quorum (4/7) present.

**Attending:** C. Williams, T. McBride, D. O'Connell, E. Cisney, K. Wilson, J. Winslow, P. Rees, T. Sack, Carol Kowalski, and Anne Cisney. **Excused absences:** D. Denniston, P. Johnson, B. Peterson

**Minutes of the previous meeting:** The minutes of 6/25/25 approved as written.

**Correspondence:** No correspondence report presented.

### **Two-minute reports:**

**Treasurer:** Theresa submitted her written reports, and there were no questions.

**Secretary:** John reported that he had completed his semi-annual reviews of key control and background checks and there were no actions required. Later this year there will be two background checks needed by individuals for updating.

**Branch Manager:** In addition to her written report, Kathleen reviewed the many programs that have taken place this summer. Gregg Olsen's West Sound Crime Con is hosting author James Renner on Friday August 1 at 2PM in the meeting room. John passed along a message from Carol Campbell that Waste Management had missed several recycling pick-ups this summer, most notably, this past week. Kathleen will investigate with Carol and take necessary action. Carol Kowalski suggested that we might consider the Salmon Bake as a potential volunteer effort worthy of recognition by the Kitsap Foundation at their annual celebration of Philanthropy. Kathleen also noted that the Manchester Festival is scheduled for Saturday August 2<sup>nd</sup> from 10AM-4PM; there will be 25 booths, musicians all day, and our bookstore will be open during those hours.

**Kitsap Regional Library (KRL) Board:** Eric Cisney said their meeting was brief, and the Library Board is focused on success for the upcoming levy lid lift on August 5.

**Bookstore:** Peggy reported that she and Carol Campbell heard about a potential 2000 book donation from an estate. They managed to snag 1000 of the best books before the home was closed by the people handling the estate. There is a possibility of getting a few more books in coming weeks. This donation may be worthy of noting in our newsletter. Peggy also mentioned that she planned to dispose of our building inventory of self-help and spiritual books which don't seem to move.

**Gardens:** Carol Campbell submitted a written note and mentioned there will not be a gardens clean-up in August. She is also going to schedule a power washing of the sidewalks.

**Newsletter:** The next newsletter is planned for Labor Day in early September. The Website updating continues regularly.

**Facilities:** Tom Sack submitted a written report noted that he had done a little tidying around the building and that the interior of the building is scheduled for a potential repainting in 2026 if needed.

**Plant Sale:** Carol Campbell noted that the summer sale has taken in an additional \$2600 and that effort will be closed as of July 19.

**Salmon Bake:** See old business below.

**Port Meeting:** No report.

**MCAC:** No report.

**MCA:** The big events upcoming are the 8/2 Festival which will be held in Qua-Quad park from 10AM-4PM with 25 vendors participating. In addition, they will have saxophonist Mark Lewis and his band presenting a Jazz concert in Qua-Quad park on 8/16 5-7:00PM.

**Social Media:** No report.

**Website:** Updated regularly.

### **Old Business:**

**Siding replacement/Repainting:** Eric reported that he and Dennis are progressing, albeit slowly. Eric will address the painting issue once the siding is complete. He plans to have the painting completed before the wet weather inevitably returns.

**Salmon Bake wrap-up meeting:** Kathleen held the meeting on 7/7, reported that the caterer was enthusiastic for next year, and took our feedback on several minor issues to heart. All understood there was an issue with salmon portions and will address that for next year. Anne Cisney noted issues from the set-up and suggested that we consider purchasing ten additional 8' tables, one 4'X30" table, two more garbage cans (possibly color coded for recycling) for next year to avoid the necessity of regularly borrowing tables from the community, and possibly replace our three round tables with square tables. John will check availability of needed (Lifetime brand) tables, etc. from Costco Business. Others suggesting we investigate ULine for our needs. Finally, Anne suggested that we procure electric extension cord protection covers for the walkway to avoid a tripping hazard.

**Request from Laura Augove for friend's memorial:** John said he followed up with Laura Augove and suggested that she contact Kathleen so the donation could be used for Science Fiction books and then

KRL could insert plaques in each book noting the memorial donation. Laura did not contact Kathleen, so John said he would try to contact Laura again for follow-up.

### **New Business:**

**Bow family volunteer recognition:** Several new ideas were discussed this month. One idea was to commemorate the Salmon cooks with a piece of salmon artwork with a plaque naming them all individually, another was to recognize their volunteer efforts via the Kitsap Foundation celebration of Philanthropy award. Ray Pardo suggested that we have an additional plaque added to the “Bob Bow” memorial stone recognizing all of the volunteer salmon cook crew. John agreed to discuss the ideas with Terry Bow for his input.

**Discussion of improvement to ground cover near wall paintings behind Library:** Chuck Williams needs to do some further investigation to lend an opinion on how to improve the area where crushed rock covers the area adjacent to the wall paintings behind the library.

**Potential purchase of handwashing station for community events with food service:** Joan Winslow contacted the Kitsap Health department to get their recommendations for handwashing at our community events. The response was that the system we currently used with warm water dispensed from a cooler with the use of soap and paper towels was fully adequate. She suggested that we not spend money on a commercial hand washing station that didn’t improve the results of our current approach.

**Lisa Stirrett suggestion of adding four more glass fish for \$1762:** It was noted that we have lost two of our glass fish due to patron mis handling and we could use a few more to fill-in. A motion was unanimously approved to authorize up to \$1762 to add four more glass fish. Kathleen will take the necessary action to make this happen.

**Nominations for next “Special Friend of the Manchester Library”:** John noted that it has been six months since we selected the last Special Friend and he suggested that we should submit candidates name for our next selection to Dave Denniston by August 16.

**Adjournment of official business:** The meeting adjourned at 8:11 p.m.

Minutes by Secretary, John Winslow

**Next Meeting:** Wednesday August 27th at 7:00 p.m. in Library meeting room.

### **Schedule of future events in 2025:**

**Board Meetings: (all 7-8:15 p.m.)** 5/28, 6/25, 7/23, 8/27, 9/24, 10/22, 12/3

**Special Book Sales:** 6/15, 10/4

**Plant Sales:** Ongoing

**Salmon Bake (Fathers’ Day):** 6/21/25

**Garden Weeding (9:30 a.m.):** Second Fridays 9/12, 10/10