

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

### **Regular Board Meeting Minutes for January 28, 2026**

#### **Action items:**

- 1) Carol Campbell is investigating our policies to determine if it is appropriate to publish on our website.
- 2) John to assemble list of past Salmon Bake cooks to recognize.

#### **Motions approved:**

- A) Motion approved for up to \$9,000 for exterior paint and caulking.
- B) Motion approved for up to \$2700 for a replacement interior locking door.
- C) Motion approved for up to \$1300 to repair the “boat” in the children’s area.

**Call to Order:** President Dave Denniston called the meeting to order at 7:01 p.m. Dave determined there was a quorum (7/7) present. All attending introduced themselves.

**Attending:** D. Denniston, P. Johnson, J. Winslow, T. McBride, C. Williams, B. Peterson, D. O’Connell, E. Cisney, C. Campbell, H. Bhargo, P. Rees, T. Sack, Kevin Holst (Port Comm. Pres)

**Minutes of the previous meeting:** The minutes of 12/3/25 approved as written.

**Correspondence:** None.

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

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

**Secretary:** John asked whether anyone needed copies of any of our policies and said he would send out the index of all policies. Himesh suggested that we could just publish our policies on the website for convenient access to all. Subsequent to the meeting, Carol Campbell undertook a review of the policies to determine whether it would be appropriate to publish those. It looks like we may need to review all policies before we consider publishing on the web.

**Branch Manager:** Kathleen submitted her written report and reviewed several items of note. All the glass salmon are now on display in the library. The library decorations for the Holidays got lots of attention this year. Kathleen is organizing the system-wide Summer Learning program and noted there will be some particularly fun “Manchester Monday” events. Lastly, Kathleen said that the Leslie Newman of the Anchors HOA told her there is a major re-siding of the Anchors building planned for March 15- April 15 this year and the owners are looking for parking alternatives. They asked if they could park in the Library designated stalls and Kathleen said the stalls are heavily used during normal library hours and are not available then for Anchors parking. The Anchors owners will need to coordinate with the Port for alternate parking.

**Kitsap Regional Library (KRL) Board:** Eric Cisney said that KRL was happy to report that they were able to stay within budget for 2025 and hope to do the same for 2026.

**Bookstore:** Peggy reported that the book sale on 12/13 netted about \$700. Our next special sale is scheduled for 2/7 and she is still looking for additional volunteers to help with the event. In 2025, the bookstore generated \$17,587 in sales...a new record, due in part to two large donations last year!

**Gardens/Plant Sales:** Carol Campbell noted that activities are mostly suspended until spring, but a short sale of winter blooming plants recently yielded \$159.

**Newsletter:** John reminded all that Mary Margaret is always on the hunt for content and needs their input for the newsletter.

**Facilities:** Tom Sack said he has been keeping up with the maintenance items, but unfortunately will not be able to continue in this role since receiving a promotion that will keep him out of town most weekdays. Tom also mentioned that we should consider an interior repaint due to normal wear and tear. He noted also that we should be sure to use "satin" finish paint to maximize the paint durability.

**Salmon Bake:** Kathleen said she, Penny, Jen Hawley and Anne Cisney held the first planning meeting for this year's Salmon Bake. The set-up this year will be slightly different with the addition of new canopies and tables.

**Port Meeting:** We were fortunate to have Kevin Holst, our new Port President attend our meeting. Kevin noted that the other commissioners elected him to the role of President of the Board recently. Alexis Pappas is the other new commissioner. Kevin noted that the third Commissioner, Jim Strode recently submitted his resignation from the Port and they will be interviewing new candidates for the position and are eager for anyone willing to serve in this position. Kevin also alerted us to several expensive maintenance issues the Port is facing with failing pilings on the docks and erosion on the beach areas. He said his learning curve is very steep! John mentioned how the Friends are heavily connected with the Port due to our use of Port land for the library and we have had a strong relationship and are willing to provide whatever support we can to assure our mutual successes for the Manchester community.

**MCAC:** Chuck reminded us all that he regularly attends the MCAC meetings and will be reporting on their issues.

**MCA:** The next big event for the MCA will be Earth Week, which will be celebrated on Saturday April 25, which is the same day as our big Spring Plant Sale. Kathleen is on the planning committee for this event. In the meantime, there will be a "Love Tree" in the QuaQuad Park. Community members are encouraged to create love messages on hearts and place them on the tree from 11-3 on February 7. The MCA is also looking for volunteers to help support this event.

**Social Media:** Himesh is trying to link the website with social media to keep all notices up to date.

**Website:** Himesh is making updates to the website and has undertaken a project to redo the site for easier updating and improved content. He will soon have a prototype site for our review and feedback. Himesh may be contacted at [hypereffects@gmail.com](mailto:hypereffects@gmail.com).

## **Old Business:**

**Siding replacement/Repainting:** Eric said that he continues to make progress on the siding. He also said he is awaiting a exterior paint quote from one individual who showed promise, but has another from Boyd at Port Orchard Paint & Build for \$8596 for painting only (does not include re-caulking which is also required). In light of the previous bid from one other contractor, we approved a motion to authorize up to \$9,000 for paint and caulking.

**Interior door replacement:** Last month Eric explained the situation necessitating the replacement of the interior locking door between the hallway and the library part of the building. Eric has a quote of \$2552 from Brian Burris of Western Building Materials for a unique custom replacement door, which should resolve the issues with the door. A motion was made and passed to approve up to \$2700 for the door. Eric found that there were few contractors who could make the door, so we proceeded on the one quote.

**Bow family volunteer recognition:** We continued discussion of ideas for appropriate recognition of all the volunteers who have helped with preparing the salmon at past Salmon Bakes. Joan has requested a list of those volunteers from Terry Bow plus others and John will assemble that list for discussion next month. We continue to think of some kind of formal recognition at the 2026 Salmon Bake.

**Purchase of Tables, Cans, Cord safety cover for Salmon Bake:** Continues to be pursued by Theresa and Anne Cisney.

**Adjusted invoice for replacement glass fish:** The officers approved the final payment of \$1950.31 for the replacement fish with an email vote.

**Newsletter and website status:** Both are doing well under the guidance of Mary Margaret Cromarty and Himesh Bhargo.

**Ideas to recognize the passing of Ray Pardo:** This will also be accomplished at the 2026 Salmon Bake. We agreed that we would post the story of Ray's leadership of the Salmon Bake with a photo at the head of the line for the Salmon Bake and dedicate this year's event in his memory.

**Great Give Registration:** John reported that he signed us up for this year's event on the first day of registration and will be doing event training on 2/4.

## **New Business:**

**Conflicts of interest:** John polled all the officers on whether they had any conflicts of interest with FOML activities and all responded that they have no known conflicts.

**Results of the Endowment Fund annual meeting:** The annual FOML Endowment Fund meeting was held immediately prior to this meeting. John reported that the meeting followed a similar agenda to all prior meetings and it was reported that all investments are performing as expected and no changes were recommended.

**Scheduling our annual audit of the FOML operating fund and Endowment:** Theresa, Barb, and others will conduct the audit, likely in March.

**Nominations for our next “Special Friend of the Library”:** Dave D. will be accepting nominations for our next Special Friend through Monday February 16.

**Special Recognition for Jim Strode:** We discussed several ideas of how we could recognize all the support Jim Strode has provided for the FOML over the past several decades.

**Other New Business:** Carol Campbell noted that Theresa has already updated the donor display for 2026 and offered her thanks for that effort.

Carol also asked whether KRL Foundation has requested donations for the 2026 Summer Reading program yet. Kathleen thought that would likely come in February. Kathleen has also had a hand in organizing the program for this year and said they would make an effort to modify the program to level goal achievement for all ages to make it fairer for the younger readers.

Peggy suggested that we should consider “Challenge Tokens” as a Salmon Bake give-away this year to help advertise the event year to year. In addition, we might consider wristbands to honor Ray Pardo.

Kathleen noted that the children’s boat in the library has suffered some damage from regular use and is in need of repairs. Three hull holes will need repair and the addition of a gunwale wear strip will minimize future damage from the “shopping carts”. We have a quote for those repairs for \$1220.86. A motion to approve up to \$1300 to make those repairs was approved.

**Adjournment of official business:** The meeting adjourned at 8:25 p.m.

Minutes by Secretary, John Winslow

**Next Meeting:** Wednesday February 25 at 7:00 p.m. in Library meeting room.

**Schedule of future events in 2026:**

**Board Meetings: (all 7-8:15 p.m.)** 2/25, 3/25, 4/22, 5/27, 6/24, 7/22, 8/26, 9/23, 10/28, 12/2

**Special Book Sales:** 2/7, 4/25, 6/21, 9/12, 12/4. Book Bargains: 3/16-28, 6/15-27, 9/14-26, 12/14-24

**Plant Sales:** Spring sales start ~3/14, Main Sale 4/25, Summer Sale 6/27-7/11, Fall Sale 9/19-10/3

**Salmon Bake (Fathers’ Day):** 6/21

**Garden Weeding (9:30 a.m.):** Second Fridays 4/10/26, 5/8, 6/12, 7/10, 8/14, 9/11, 10/9

**Kitsap Great Give:** 3/10