

**Friends of OCPL**  
**April 9, 2014**  
**Minutes**

**Present:** Bill Barrows, Marcia Cameron, Linda Di Gangi, Tommy McNeil, Laura Simmons, Mark Smith, and Tori Williams Reid

**Ex-Officio:** Lucinda Munger, and Andrea Tullos

**Others:** Lori Shapiro

**Absent:** Chris Holaday

The Meeting was called to order at 6:05pm

The Board provided individual introductions to Lori Shapiro.

Minutes: The minutes from March's meeting provided by Lucinda Munger, were reviewed. *The minutes of the March meeting were moved to be accepted by Marcia Cameron and Second by Laura Simmons. Unanimous vote*

Treasurer's Report: Mark Smith provided the latest report in its new format that allows for comparison of month to month and current YTD versus previous YTD activity. Mark suggested that the duties of the Treasurer be divided to provide a separation in duties. The Treasurer Elect would come to the library and collect items from the safe deposit and deposit all income as appropriate into financial institutions. The Treasurer would then record all income and expenses and provide for reporting. *A motion was presented by Mark Smith to divide duties for the Treasurer and Treasurer – Elect; The Treasurer will record all income and expenses and provide reporting and the Treasurer-Elect will collect deposits from the library safe and make deposits into the financial institution. A second by Bill Barrows. This motion passed unanimously.*

There was a question regarding membership which seems to be low. Lucinda Munger shared the background that Robin Bedingfield, past committee chair of membership, was a strong membership chair. The entire Board took an active role in getting the word out and providing support to get new and past members.

Mark Smith reported that there were 52 paver orders and that he would be checking with Ed Flowers on the order. The Treasurer's report was accepted.

Committee Assignments: Laura Simmons, Vice President, reviewed the roles and needs of the committees. All Board members are expected to participate on at least one standing committee. Each committee must have at least one board member on the committee, but can also have members at large on the committee. There are 6 committees and the current members:

- 1) Finance Committee: Chair – Mark Smith, members: Linda Di Gangi, Laura Simmons
- 2) Events: handle different events held at the library on behalf or sponsored by the Friends such as Staff Appreciation, the NC Friends Meeting, sponsored events for sales for book stores, etc. Chair: Marcia Cameron, and Laura Simmons
- 3) Newsletter: - quarterly newsletter Sara Levinson, Chris Holaday,
- 4) Ongoing Book Sale: the ongoing booksale within the library Chair – Marcia Cameron, Laura Simmons, Nancy, Bartol, Bill Barrows
- 5) Book Sale: twice per year a large book sale (Fall / Spring) gets volunteers, coordinates dates, does Tues – Sunday setup – clean up Chair Bill Barrows and Chris Holaday

- 6) Membership: makes efforts to grow and sustain membership by participating at events such as book sales, outreach activities, and promotion events. Tommy McNeil volunteered to Chair this committee, and challenged the entire board to participate to raise awareness.

Fundraiser: Lucinda Munger reported on the Hot Tin Roof fundraising opportunity. The Hot Tin Roof has supported fundraising for local non-profits by designating a Monday from 5-7pm for the non-profit. The Non-profit receives 10% of sales for the entire night and tips during the 5-7pm timeframe. The Non-profit provides guest bartenders who may serve to their level of expertise. They must arrive at 4:45 pm. The Hot Tin Roof has May 19<sup>th</sup> available for the Friends. After the Friends have agreed, it must be confirmed with the Hot Tin Roof for that date, and confirm bartender names. The group is allowed to use the Corn Hole equipment to raise money or provide Trivia night to attract business. Lucinda collected some advertising strategies that she will share once the Friends agree and the date is confirmed. As Events Committee members, Marcia and Laura will meet with Lucinda and the Hot Tin Roof to confirm. It was suggested that Laura Simmons' husband, Mark Smith and Chris Holaday be invited to guest bartend. The Events group will confirm.

Library News:

- 1) We are preparing for Summer Reading: Thank you to the Friends for their support. Kick off is Saturday June 14<sup>th</sup> and the Friends will have a table outside from 10-2 to attract new memberships and also sell books if they are interested.
- 2) The Library is in Budget season and the first meetings with the Board of Commissioners is CIP on Thursday, Apr 10<sup>th</sup>. There are three items: 1) Cedar Grove Community Center Library Kiosk for 24 hour service; 2) Southern Branch Library; 3) Upfit for Main Library in 2020. Lucinda will report back to the Friends on progress after the budget is approved.
- 3) The Library is replacing kindles and these will be donated to the ongoing book sale for resale at \$25 each.

Book Sale: Dates May 2-4 A Request will be made through the List Serv for volunteers. Bill Barrows will put together the request and schedule for the List Serv. Marcia Cameron suggested that we put signs out on the streets for the Book Sale. *Marcia motioned that we buy signs for advertisement. These should be colorful, able to re-used and provide location. After discussion, Tommy McNeil amended the original motion to allow the Book Sale Committee up to a maximum of \$200 to be used for marketing. This was seconded by Marcia Cameron, unanimous vote.* Andrea Tullos suggested having Erin Hils Shepherd work with Gephart Marketing and Book Sale Committee to provide a proof for approval to Tommy and Mark Smith.

Volunteers for the booksale will be solicited by Bill Barrows and Chris Holaday to members at large, through the List Serv. In addition, it was asked that Chris add the booksale to booksale.com website news.

Book Consignments.com: Marcia Cameron worked with book consignments in March. The group reviewed the books in all boxes and took 19 boxes of books to begin our process. Overall it was a positive experience and Marcia is just awaiting the official forms to complete for process.

Secretary position: Lori Shapiro was present as she had expressed interest in the Secretary position for the Friends. She shared some background information about herself and asked some great questions regarding the board's mission, role, and advocacy. After a great discussion, Lori will be considering the option of joining the Board.

FONCPL: Friends of North Carolina Public Libraries held a regional event on Saturday, March 22<sup>nd</sup>. Approximately 35 ppl attended, including Tommy, Linda, Marcia, and Laura. Linda gave a wonderful overview of the description of the event and what she found most informative at the event. The State

Library gave a talk on library funding and rural versus urban library services. There was a technology panel that specifically spoke to using networking such as facebook/ twitter / etc.

Request: Andrea presented an possible author request for a co-sponsor on the afternoon of June 14<sup>th</sup> for Tom Eamon's, "The Making of a Southern Democracy" and the books would be sold by Purple Crow Books. *Motion was made by Linda Di Gangi to sponsor this program, seconded by Mark Smith. Unanimous vote.* Tommy McNeill volunteered to be present for both the Summer Reading Kick-off from 10-2 and then welcome the author at 4pm.

Bill Barrows distributed information to the group on Project Engage through the Dept of Aging. He would like this to be on a future agenda.

Tommy McNeill motioned to adjourn the meeting at 7:45pm, Marcia seconded. Meeting adjourned.