



## MINUTES OF THE CEDARBURG FRIENDS OF THE LIBRARY

February 3, 2021 (Held Virtually)

**Present:** Leann Boyea, Connie Dahlman, Patti Dyke, Karen Hassman, Jean Heberer, Heidi May, Jean O'Keefe, Linda Pierschalla, Kathy Pollock, Marc Sanders, Kathy Young **Absent:** DeWayna Cherrington, Sandi King, Philip Paige, Mary Whittet

**Meeting Called to Order:** 6:31 pm by Karen Hassman

**Minutes-** Motion by Marc Sanders to approve the January 13, 2021 minutes. Seconded by Heidi May. Motion approved.

**Co-President's Report-** Presented by Karen Hassman

- John Katzka will be leading the Great Decisions series virtually each Thursday evening in March.
- The next New Fortune Dine Out Do Good fundraiser will be on March 2nd.
- There will be an upcoming email out to members with this information along with the Shredding Event flyer.

**Library Director's Report-** Presented by Linda Pierschalla

- The library is working on an in-house marketing plan with Friends as part of this. Looking at having a monthly submission to the News Graphic that would include info on Buy the Book and the Book Nook.
- The new books purchased with Friends funds are coming in.
- Monthly attendance numbers are at ~5,000-6,000, roughly half of pre-COVID-19 numbers. Note that more items were checked out for 12/2020 than for 12/2019.
- Curbside pickup is still available. Returns timing is changing from 3 days to 2 days using the guidance of WI DHS.
- The Winter Reading Challenge had good participation.
- New electronic items available include: CreativeBug for online arts & crafts courses, medici.tv for streaming of classical music/opera/dance, and Hoopla for additional digital movies/TV/comics borrowing possibilities.

**Treasurer's Report-** Presented by Jean Heberer.

- Financial summaries were sent via email. Balances: Cash ~\$44,000 prior to the \$13,000 transfer to the library for purchase of books. Money Market: ~\$28,800.
- Motion by Heidi May to accept the December 2020 financial report as presented. Seconded by Patti Dyke. Motion carried.

## **Committee Reports:**

### **Fill the Shelves** - Presented by Kathy Pollock

- A quick overview of the totals for the November to January Fill the Shelves and General Fund donations was presented. Suggestions on improvements for future Fill the Shelves was requested. Will follow up on breaking out the Fill the Shelves from the General Fund
- Marc Sanders asked about the funds specifically noted by donors as Fill the Shelves money be directed to the library for books. Connie Dahlman moved to direct \$555 to the library from Fill the Shelves. Jean Heberer noted that the final amount for the Fill the Shelves campaign had not been established and moved to table this until the next meeting. Motion tabled until March meeting.
- A question on setting up a Venmo account for donations was raised by Connie Dahlman. Jean O'Keefe will check on options for this.

### **Buy the Book/Book Sales** – Presented by Heidi May

- The January 2nd Pop-Up Books Sale brought in \$334. January book sales totaled \$669, magazine sales totaled \$57.
- Would like to price magazines at 2 for \$1 (instead of 3 for \$1). Marc Sanders suggested magazine pricing going forward could be determined without CFOL board discussion.
- Kathy Young stated we need donated magazines that are less than 3 months old. Magazine donations are down.
- Weeklong book sale scheduled for February 15th - 20th. Will price books at 2 for \$1 on February 20th.
- Volunteers will be needed for setup on 2/14 and take down on 2/21. A Google signup sheet will be sent out.
- Will check with Outside the Box to help clear out unsold books after the sale.
- There have been some unique Art & Architecture as well as comic books that should be considered for eBay/Facebook Marketplace. Help is needed for this.
- City checked on holding the Community Gym for the library summer book sale. Upon discussion it was decided to not use the Gym for this event.

### **Membership/Additional Items** - Presented by Patti Dyke

- Currently at 112 paid memberships. Request was made by Jean Heberer to have it broken down by category. Patti Dyke will get these numbers to Jean Heberer.

### **Cedarburg Reads** - Presented by Jean O'Keefe

- Described the United for Libraries (affiliated with the American Library Association) and ways in which they can help Friends groups, including with grants. Membership cost is \$80/year. Jean O'Keefe moved to fund CFOL joining United for Libraries. Motion seconded by Marc Sanders. Motion carried.
- Will be looking at Cedarburg Reads for this October. Will tie it in with the Friends of the Library Week (10/17-10/23) though will plan for events throughout the month.

- Planning on 3 books at different levels (Children's, YA and Adult).
- Please email Jean O'Keefe if interested in helping with this. Will look to email out to the general membership for additional help.

### **Unfinished Business**

- By-Laws Review Committee Updates - Postponed to a later meeting.
- Paper Shredding Event - Flyer prepared by Jeanne Mueller emailed out to CFOL board members. Sandi King is getting the flyer out to local accountants. Heidi May will print the bookmarks; Jean O'Keefe will print the Piggly Wiggly bag slips. Day of event volunteers spots were requested and filled (Marc Sanders, Patti Dyke, Heidi May, Leann Boyea). Event will be held on Saturday, 4/24 from 10am -1pm in the north parking lot of Cedarburg High School. Will look at \$1/pound donations using the honor system.

**Next Meeting:** March 3, 2021 - Virtual, 6:30 pm

**Meeting Adjourned at 7:30 pm**