



# MINUTES OF THE CEDARBURG FRIENDS OF THE LIBRARY

**November 7, 2018**

**Present:** Leann Boyea, DeWayna Cherrington, Connie Dahlman, Dick Dieffenbach, Patty Dyke, Jean Heberer, Kristen Nelson, Linda Pierschalla, Mary Whittet,

**Absent:** Jason Goyette, Karen Hassman, Mary Marquardt, Jessica Martischang, Heidi May, Jeanne Mueller, Juliet Sizemore, Carol Szudrowitz, Kathy Young

**Meeting Called to Order: 6:35 PM**

**Welcome/Introductions-**Leann Boyea and Connie Dahlman

**Guest Speaker-** Laura Beldavs – Reference and Instructional Librarian, lbeldavs@cedarburglibrary.org

Duties include:

- Classes
- Collection development of non-fiction and graphic novels
- Communications:
  - New website launched
    - Make Friends donation link more accessible
    - Create a Friends blog
  - E-newsletter to 9000 patrons
    - Provide CFOL members emails
- Help desk/research questions

**Minutes- Motion to approve the October 3, 2018 minutes moved by Dick Dieffenbach, seconded by Patty Dyke. Approved**

**Co-President's Report-** Leann Boyea

- No December meeting, will hold electronic vote as needed

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

- Bridge the Divide forum growing, 50 people attended October
- Attended Wisconsin Library Association Conference in La Crosse
- Lower quote for Footnotes quarterly publication
  - Owens print 300 quantity, quarterly, for \$1300 yearly total
- 3D printer used to create new spindle for paper roll

**Treasurer's Report-**Jean Heberer

- Balance sheet and targets presented

**Committee Reports:**

**Fill the Shelves Fund Raisers-** Connie Dahlman for Jessica Martischang

- Planning a holiday giving tree holding notecards with donation ideas

**End of Year Letter-** Kristen Nelson

- Letter will be out before Thanksgiving and Giving Tuesday

**Book Sale (Winter)-** Mary Whittet

- Winter Book Sale will be held February 15-17, 2019
- Campaign for books beginning January: FIL, ST. Francis, Junior Women's Club, social media

**Advocacy-** Dick Dieffenbach

- In process, will meet with Leann Boyea

**Membership-** Kristen Nelson

- Friends only family event planned for February 23
  - Summer theme with beach movie

**The Fund-** Dick Dieffenbach

- \$160,000 with 7% interest and less than 1% fees
- Review fund guideline by committee

**Unfinished Business**

- **Magazine price change** - .50/3 for \$100
  - Sign notifying change of prices effective January 1, 2019
  - Sign explaining funds go to Friends to support library programs
- **Motion that effective January 1, 2019 new magazine prices of .50/3 for \$1.00.** Moved by Jean Heberer, seconded by Kristen Nelson. Approved
- **Strategic Planning Funding** – Dick Dieffenbach and Jean Heberer
  - Fund Committee declined request for \$8050
    - Strategic enhancement should be limited to tangible/capital purchases
  - CFOL has reserve funds in money market available
    - \$2500 down payment needed to secure consultant
  - Library Trustees need to vote to proceed with project
    - Consultant can begin February 2019
- **Motion to fund the library strategic planning not to exceed \$8000** moved by Patti Dyke, seconded by Leann Boyea. Approved
- **2019 Target Financial Report** – Jean Heberer
  - Revise and review target financial report reflecting strategic plan funding
  - Electronic vote will be held

**Meeting Adjourned at 7:55 PM**

**Next Meeting:** Wednesday, January 9 at 6:30, Staff Lounge