



FRIENDS OF THE PAMLICO COUNTY PUBLIC LIBRARY  
May 26<sup>th</sup>, 2022, MEETING MINUTES

Attendees: Jessie Aldridge, Aniyah Arrawhawm, Kathy Baradyn, Rich and Carolyn Bartz, Fran Benninger, Ben Bowditch, Shelia Cantine, Bonnie Cap, Kat Clowers, Jennie DeStefano, Bob Fuller, Mary Hiatt, Caitlin Kuhn, Pat Potter, Willow Redd, Elaine Scozzafoava, Peg Vick.

1. Call to Order: Bonnie called the meeting to order at 4:03.
2. Presentation of gift cards to library staff in honor of Library Staff Recognition Week.
3. Approval of Minutes: April minutes emailed to all members. Minutes were approved with no corrections. Motion to accept: Peg Vick, second: Pat Potter. Members unanimously voted to accept minutes.
4. Committee Reports:
  - a. Treasurer: \$458,382.50 total in accounts. Sold \$345.05 on Amazon with \$75 outstanding. Powell credit is \$760.
  - b. Membership: 107 members, 40 individual and 67 family. Committee will send letter in November for 2023 membership renewal.
  - c. Social: Jennie to present scholarship at the Tuesday award ceremony at the PCHS auditorium. Jennie and Bonnie attended the scholarship presentation at Artworks. Jennie would like to include future FOL scholarship recipients at this event. Will review raising scholarship amount or adding recipients at budget review in September.
  - d. Communications/Marketing: Bonnie presented handouts for FOL events including flyer for June 7<sup>th</sup> presentation at the Town of Oriental Commissioners Meeting where FOL will ask for support to include in future grant applications. Ben reported that he has spoken to Jeff Aydelette at the County Compass about corrections to reporting that FOL requested \$700,000 from the County Commissioners that was actually requested by the Library Board. Mary is working on a press release to be issued on FOL social media
  - e. Fundraising: On 6/3, Jim Kellenberger will host a 20<sup>th</sup> Anniversary celebration dinner for the Oriental Village Health

& Fitness & Physical Therapy to benefit FOL. The business is advertising and encouraged FOL to bring any flyers or documents that we would like to the event. Members approved gathering quotes for a FOL banner for use at this and future events. Peg presented updates on fundraising communications. Walter sent a letter to Frank Holton at First Citizen's Bank requesting support. Peg sent a letter to the Nicholas Sparks Foundation. Peg left a message for Peg Baxley, the County attorney, to learn if county will allow FOL to write grants jointly. Peg contacted the Harold Bate Foundation. Peg contacted Beth Bucksot to reach out to Bobby Hanig for support from our elected representatives.

5. Library News

- a. Summer Reading starts 6/1 with a Kickoff event planned for 6/10. The aquarium will give a presentation with live animals at 2:15.
- b. Additional weekly events include: Ms Fran Storytime, Ms Fran Movie Matinee, Bridge will continue at 12 on Mondays, Ms Fran PJ Storytime. On Knitting Tuesday, we will be making baskets. "It's Crime We Talk About" book club continues. This summer we will make mermaid and pirate herbal treasure kits. And new to the library, African headwrapping and dancing will be offered on the 1<sup>st</sup> Saturday of the month.
- c. Bookmobile will travel out on the 1<sup>st</sup> Friday of the month.
- d. Caitlin will be playing video games and offering Dungeons and Dragons games at the Library.
- e. Caitlin reported that the Walmart grant was submitted for \$2,000, but we can apply for up to \$5000. We now have a verified Cybergrant account which allows us to apply for several other grants through this site.
- f. Caitlin ended by thanking everyone who sorted books on Monday.

6. Ongoing Business

- a. Kat reported that the Exceed software license had expired. Will cost \$400 to renew the license for another year. Kat verified that the renewed license would enable email and confirmed other options of software remained functional. Software was purchased through Tech Soup which significantly reduced cost but does not include technical support. When asked if Exceed charges per donation, Kat confirmed that exceed does not charge per donation.
- b. Rich suggesting getting opinions from current users of Bloomerang. Kathy suggested surveying the local nonprofits.

Ben to talk to Armstrong McGuire. Discussion tabled until September meeting.

- c. **Restructuring FOL meetings: Meetings will be held quarterly instead of monthly. Meetings will be on the 4<sup>th</sup> Thursday in January, May, and September. The November meeting will be the Annual Meeting, and will be held on November 17 since the fourth Thursday is Thanksgiving. The Executive Board and Capital Campaign Committee will continue to meet more frequently.**
  - d. Rich presented an update on the Hardee's Building. The AC was installed on Monday and it works. We can use the building to house donated materials, storage and scanning, and potentially to host book sales. Before can move forward, we need a build permit with the county and change our insurance from a vacant building. Rich has already requested quote from insurance. Rich noted that our utility bill will increase now that the AC is on and once we increase activity at the Hardee's building. Rich confirmed that the Hardee's sign is down. Walter Vick has new sign coming. Rich pointed out that we need to contact an Industrial Cleaning company and Exterminator.
7. New Business: FOL will present to the Oriental Commissioners at 8AM on June 7<sup>th</sup>. No more presentations are scheduled at this time.
- a. Bonnie has zoom interviews scheduled with professional grant writers to assist with funding sources. Capital Campaign team continue to pursue local funding sources. Annie Reiter is one of the candidates. She assisted FOL in the past prior to Covid. She is only part time, but is reviewing her previous recommendations to see what is still relevant for FOL. We will be considering a full time grant writer as well.
8. Old Business: The presentation at the Theater went well. 50 people attended. Bonnie reported that groups in the County are expecting us to have a plan in place. She requested that members volunteer for the Capital Campaign Committee.
- a. Pat reported on the webinar she attended on Capital campaigns. The webinar gave steps to raise money and was very informative. Pat will write up a summary of the webinar. There is another webinar this week that Pat plans to attend.
  - b. Bonnie reminded the members that All members should be assisting with fundraising.
9. **Next Meeting: September 22<sup>nd</sup> at 4PM**
10. Adjournment: Motion to adjourn made by Rich, seconded by Peg. The meeting was adjourned at 5:04PM.