

## FRIENDS OF THE PAMLICO COUNTY PUBLIC LIBRARY

February 24th, 2022 MEETING MINUTES

Attendees: Kathy Baradyn, Rich and Carolyn Bartz, Ben Bowditch, Cathy Brugett, Sue Brugett, Ellen Butler, Bonnie Cap, Kat Clowers, Jennie DeStefano, Rachel Hall, Caitlin Kuhn, Sue Lee, Pat Potter, Brenda Rose, Paula Shiningler, Peg Vick

**Bonnie** called the meeting to order at approximately 4:00pm. Several new members were present and warmly welcomed.

The minutes from the January 27<sup>th</sup> meeting were presented. Since there were no corrections or additions, **Peg** made a motion to accept the minutes, **Sue** seconded the motion, all members voted "Aye" and the minutes were accepted as written.

**Rich** presented the **Budget Update**. The FOL currently has approximately \$121,625.40 total in its accounts. He noted that the new funding from the state - \$333,300 - would be directly deposited to the FOL account and would not require interfacing with the county. The FOL would be charged with spending it accordingly. Since the funding has not been received yet, he believed that the time limit for spending down the grant would be fluid. He also noted that he had prepared the tax documents for 2021 and that the officers needed to review the papers which were in a binder by the circulation desk.

**Kathy** presented the **Membership Report** noting that there were eight renewals and one new member. She stated that thank-you letters, and tax notices had been mailed to all.

We currently do not have a **Community and Social Chair**. **Bonnie** outlined the responsibilities of this position to include preparing the children's trunk or treat bags at Halloween and arranging refreshments for various meetings and events.

**Cathy**, under the auspices of the **Communications and Marketing group**, shared a new brochure highlighting the new library that she had created. A few suggestions to finetune the brochure were made, but all agreed it was basically very readable and attractive. She had also created a postcard-sized handout that could be used at events. After some discussion, it was agreed that she would make the change to the brochure to include the floorplan and we would put the postcard handout on hold. It was determined that instead of having the brochure professionally printed, that the brochure would be printed at the library

and folded using the machine available. **Cathy** noted that she was preparing a power point presentation to be used at various meetings but needed to meet with the officers to confirm what needed to be included.

**Pat**, under the auspices of the **Fundraising group**, presented the research she had done as a follow up to last month's suggestion that we purchase hats to be used at events. After some discussion, khaki was voted in as the color most members wanted. FOL will be embroidered on the hats in a dark blue. Pat will order 25 hats, at a cost of approximately \$325, from Bender Apparel in New Bern – the company that she felt was customer service oriented. They offered to waive the set-up fee. It was agreed that members wanting the hats would pay \$10.00 each, which will cover most of the cost. **Bonnie** suggested creating small buttons for each fundraiser (like those made for the Ol' Front Porch Music Festival in Oriental) that those volunteers could attach to their hats. She will research purchasing a button maker.

**Caitlin's** started her report on Library News by saying that a new library Assistant, Aniyah, had been hired. Children's story time with Fran, gamer Friday for the teens and various adult programs are ongoing. New programs include a presentation on 'Life as a Photojournalist' by Andrea Bruce on March 8<sup>th</sup> at 2:00 and a tutorial on growing tomato plants in straw bales by Bill Deighton at a date TBD (originally scheduled for March 19<sup>th</sup>, which conflicts with the Chowder Cook-Off). A program on repotting house plants is also in the planning stages.

Under **Ongoing Business**, Bonnie mentioned the **Volunteer Appreciation Event** that has been rescheduled for March 5<sup>th</sup>. Details about the **Chowder Cook-Off** were discussed after Caitlin modeled a book-oriented apron the chefs could wear for the event. Bonnie's kitchen will be available on the 18<sup>th</sup> to prepare the chowder. She outlined the need for volunteers to shop for the ingredients, cook, set-up and decorate the table, serve the chowder, and clean up after the event. She will email these needs to those present since there only a limited number of volunteers is needed. However, **the full membership will be asked to volunteer for Rotary's Boat Show Book Sale on April 8<sup>th</sup> – 10<sup>th</sup> (set up on the 7<sup>th</sup>)**. Bonnie asked Caitlin if the volunteers who scan donated books could sort the books stored at Hardee's. **Ellen** suggested we could hang signs for the various categories of books on a line attached to the tent roof structure: she could laminate those signs. Bonnie suggested that she and Cathy get together with her to look at the existing signs and see what might be needed. **Pat** noted that a neighbor might have the line needed.

Under **New Business**, **Bonnie** stated that plans for a **community event** would need to be discussed further at the next meeting. Plans may include outlining the footprint of the new building, providing signage for the various areas, a potential Storytime and children's games in the children's room area, free books in the adult section, and chairs lined up in the large meeting room area (perhaps with the video on a loop). A hot dog truck that **Peg** knew about, along with water and cookies/brownies supplied by the Friends would be the refreshments offered. Marketing strategies would need to be explored (flyers, public service radio announcements, etc), brochures provided, and volunteers needed to answer questions on the day of the event. Many details need to be finalized to make this a successful event.

**This event needs a name. Two suggested names were "Big Reveal" and "Coming Soon".**

**Bonnie** noted that the Exceed program was reported as not performing as expected, but that Kathy had figured out ways to work around the program's limitations.

**Jennie** reported that the FOL scholarship forms had been distributed to all schools, but no applications have been received to date. However, the deadline for receiving applications is approximately a week away, so she was hoping we will receive some shortly.

Since there were no additional questions or concerns, **Bonnie** asked for a motion to adjourn the meeting. **Caitlin** made the motion, **Sue** seconded, all members voted 'Aye' and the meeting was adjourned at approximately 5:30.