

Friends of the Pamlico County Public Library
September 19, 2024 Meeting Minutes

Attendees: Carolyn Bartz, Rich Bartz, Ben Bowditch, Sue Bowe, Shelia Cantine, Bonnie Cap, Peggi Carman, Jennie DeStefano, Marian Erichsen, Per Erichsen, Sally Farrell, Bob Fuller, Mary Hiatt, Marilyn Hollingsworth, Betsy Hughes, Joan Johnson, Rick Johnson, Jim Kellenberger, Isabel Keppner, Sidney Phibbons, Madeline Ann Sutter, Peg Vick

1. **Call to Order:** Bonnie called the meeting to order at 4:05pm.
2. **Welcome and Introductions:** Bonnie welcomed everyone and thanked them for coming after the summer meeting hiatus. With 22 attendees and some new faces, the group did round the room introductions.
3. **Approval of Minutes:** Meeting minutes for May 16, 2024. Motion to accept: Mary Hiatt, second: Jennie DeStefano. Members unanimously voted to accept minutes.
4. **Update on Status of New Library:** Rich reported that construction is on track and mentioned significant progress in the past 2 weeks. Plumbing and electrical is about to commence. Rich reported that the Project Oversight Committee (POC) approved change orders for installation of two Americans with Disabilities Act (ADA)-compliant access doors (\$15,400) and for a back-up generator transfer switch (\$31,600). Details on both items can be found in the [POC Decision Memo](#). Completion of construction is still estimated for March 2025. Sidney reported that she and Kat are working with an interior designer on plans for design and furnishings for areas such as the Children's Room, the Young Adult Room, the circulation desk, etc. Mary added that the sooner we can more concrete estimates, the easier it will be to work with donors who may have specific amounts to apply to a given area or project that aligns with their interests/passions. This next stage is loosely referred to as Phase 2.
5. **Treasurer's Report:** Rich reported that the FOL is solvent and with committed donations and investment returns in excess of \$55K by the first of the year, he believes FOL will be able to entertain more of the originally proposed options and return the contingency fund to a more robust status.
6. **Pamlico County Public Library Report:** Sidney reported that the summer reading program was once again very successful with a 20% increase in teen and adult participation from 2023. She mentioned that for some of the programs, there were in excess of 150 participants. Sidney shared the

[October Calendar of Events](#) and asked for volunteer support for Trunk or Treat, October 19th, 11:00am.

7. **Fundraising Update:** Peg Vick reported that the fundraising committee has been quite busy this summer. The team met with the following businesses: 1) Nutrien 2) Tideland Electric – Guaranteed \$2K but said it could be more. 3) Sackett Potatoes – Due to a bad crop, they were unable to donate as planned but asked FOL to check back in January as they do want to support. 4) First Citizens 5) Blue Cross/Blue Shield – Meeting scheduled for September 24th. 6) International Paper – Purchased Weyerhaeuser. Peg and Izzy meeting on September 24th. Peg also reported that we should hear about the Coca Cola Consolidated grant for the electronic sign by the end of September. Mary asked to pursue a Truist grant to outfit the new business center. Izzy mentioned that several businesses asked us to revisit them in January including Walmart, Duke Energy, and Bank of America. Mary reported that she and Bonnie met with a local resident who has donated to the FOL in the past and now wants to make an additional \$10K donation. Marilyn asked about selling bricks for the patio and walkways and a discussion ensued about this being part of the Phase 2 effort which will involve a formal landscape design and installation plan. Shelia discussed a potential new funding stream from the participants in her classes as well as asking the McCleeses to increase their donation of \$4.5K to \$10K.

8. **Other Business**

- a. *Library Support Items:* Peggi Carman presented information on t-shirts, buttons, and auto stickers designed as “walking billboards” to advertise support for the new library. Peggi provided pricing based on various quantities for each item and the group expressed great interest in all of the items. Jim motioned to use FOL advertising and promo funds to purchase a selection and Mary seconded; the motion passed. Peggi will work on revising the design to more prominently feature FOL and provide Bonnie with specifics on pricing.
- b. *Monthly Books Sales:* Mary reported that monthly book sales (which take place the second Saturday of each month from 10:00am – 2:00pm) have been well attended with an average of 40 people and September proceeds of \$298.
- c. *Volunteer Needs:* Mary asked for volunteers to shelve books on a weekly basis starting back in October (our volunteers who process donated books, Deb Favinger and Carolyn Stutts, took a well-deserved break in September and the library did not accept any

incoming donations). Mary mentioned that we will also need volunteers for the Nov. 2nd fundraiser at the New Village Brewery (more discussion later in the agenda).

d. *Upcoming Events:*

- i. **November 2nd** – Fundraiser for new ADA-compliant doors for the new facility at the New Village Brewery. Jim Kellenberger will donate the food and his time to cook BBQ chicken dinners to be served from 5:00pm-6:30pm. Jim will send Bonnie a list of volunteer needs and Mary will coordinate volunteer support. The group discussed whether to sell advance tickets or advertise that 125 number of plates will be prepared and it's first-come, first-served; the latter was selected as the preferred method. Peggi Carman is developing a flyer for the event and Mary will publicize it.
- ii. **November 21st** – Annual FOL meeting and election of officers. FOL will also have a guest speaker. Prior to the meeting, which begins at 4:00pm, FOL will host a reception for the artists who have featured their works in the library during the 2024 Artisan Showcase and Sale.
- iii. **November 1st – December 30th** – Artisan Showcase and Sale at the library. This annual event features local artisans and provides a venue for people to purchase handmade crafts prior to and throughout the holidays. Most artists also donated a portion of their proceeds to FOL. Peggi Carman is developing a flyer to recruit artists and the library staff as well as Mary will publicize the event.

9. **Adjournment:** The meeting was adjourned by Bonnie at 5:25pm.