

Friends of the Mohave County Library-Kingman  
Monthly Board Meeting  
Monday, March 17, 2008  
6:30 pm Kingman Program Room

(Note: The meeting was rescheduled from March 19, 2008)

1. The meeting was called to order by President Lori Chambers at 6:30 pm in the Kingman Program Room.  
Present at the meeting: Lori Chambers, Karla Kay, Julia Selleck, Evelyn Robinson and JoAnn Patterson.  
Lori Chambers announced that Judy Johnsen, 2<sup>nd</sup> Vice President resigned due to health issues. Lori asked Julia Selleck to temporarily fill the position until a new 2<sup>nd</sup> Vice President was selected. Lori will seek out other members to volunteer to be 2<sup>nd</sup> Vice President and will then appoint that person to the position until the next election in November 2008. Jo will add a request for a volunteer in the next newsletter. In the meantime, other board members will assist Julia with the various responsibilities of the 2<sup>nd</sup> Vice President. The corporate membership drive will be placed on hold until the new VP is appointed.
2. Secretary's Report: Jo Patterson asked if there were any corrections or additions to the minutes of the February 27<sup>th</sup>, 2008 board meeting. Karla Kay made the motion to accept the minutes as presented and Lori Chambers second the motion. All approved the minutes as presented. Evelyn Robinson requested that Jo e-mail copies of the minutes to her and Barbara Patterson. Until the new librarian is hired, Evelyn never knows until the last minute which one of them will be attending the meetings.  
Karla presented the list of all the volunteers who helped with the recent book sale. After some discussion, the board decided that rather than spend the time trying to decipher signatures and writing individual "Thank You" notes, Lori as President would submit a "Thank You" letter to the Kingman Daily Miner newspaper.  
Due to Judy's resignation, Jo Patterson was assigned to complete and submit the KABAM application.
3. Treasurers Report: Karla presented the current Treasurer's report. After much discussion, the board requested a more detailed report of the

expenses and an encumbrance column. Karla and Jo will get together in April to set up a spreadsheet to provide detailed information of the various funds. This will help the board track the various items that are requested by the library.

Karla gave everyone a report on the successful book sale. The FOL made \$4110.00! She reported that Ninos en Mi Casa and the Eagle Academy came and purchased many titles. A dealer drove down from Las Vegas and two other dealers were purchasing items. The preview night was the biggest ever, giving the sale a wonderful start by \$731.00.

Karla does a wonderful job in looking through all the donations for anything of value or interest to book collectors and dealers and contacting them. She earns additional money for the FOL and the Kingman Library.

She also reported on the success of the "Book Buck" coupons. She color coded them and was able to track how many were used from the targeted locations. The library and the newsletter coupons had the best results. Detailed information will be in Karla's column in the next newsletter.

Karla received a letter from Linda Beaumont of the Kingman Youth Services informing the FOL that YS will be requesting all donation checks for the Summer Reading Program written to the Friends of the Library. Linda will be sending out letters for donations and wanted to know what she should include in the letter, including the Tax ID number. The board discussed whether the letters should be sent out by the FOL instead, since the checks would be going through them. Lori asked Karla to have Linda Beaumont compose the letter and if she wants, she is welcome to use the FOL letterhead to mail out the requests. Evelyn stated that she didn't think they would want to use the FOL stationary. YS will decide how they want to handle the letters.

As the treasurer, Karla advised that she was receiving a lot of requests from Youth Services for items to increase children and teenagers participation in library programs. After much discussion, the board agreed that monies should be allocated to a Youth Services fund for additional materials excluding books and furniture. Jo Patterson made the motion to move \$3000.00 from the Furniture fund to create the new YS fund. Karla Kay second and all agreed.

Karla presented a report from Carol Turney, advising that the Books for Babies program will be purchasing approximately 700 books this year. At a cost of \$2.75 per book, Karla pointed out the amount budgeted is insufficient to cover the proposed expense. After much discussion the

board decided to request Carol's participation at the next budget meeting and to increase the Books for Babies budget for this fiscal year. Lori will write Carol an e-mail advising her of this. Lori Chambers made the motion to allocate an additional \$600.00 from the Furniture fund to the Books for Babies fund. Jo Patterson second the motion and all approved.

The Furniture fund was reduced from \$8000.00 to \$4400.00, but Lori stated that the fund would be increased in the next budget to compensate for these adjustments. Carol Turney also requested a list of new parenting titles for the newborn babies' gift bags. The library has a new Parenting collection in the Youth Services area, so Evelyn will ask Linda Beaumont for a list of the titles.

4. Committee Reports: Julia gave the membership report and advised that it did not contain the renewal's that have been coming in from the membership envelopes sent out with the newsletter. Karla receives the envelopes first, to compile the list of members who pay and to deposit their checks. Karla creates the full membership lists, with names, addresses, telephone numbers and additional information pertaining to the member's status and FOL interests. Jo asked Karla to insert a legend/key on her report to explain all codes she uses.

There was some discussion about the members who have been "inactive" for the past two years. It was decided that no effort would be made to call them and request they renew their membership.

The FOL website received 79 "hits" this past month. Julia has been working on keeping the website updated with current information, newsletters and meeting minutes.

The Building Fund received an 18.00 donation. Kathy Cancik is the Building Fund committee chair.

H&H Printing is our first corporate sponsor to renew their membership this year. Thank you H&H!

5. Librarians Report: Evelyn Robinson reported the Kingman Library has spent their discretionary funds from the district and Julie Huelsbeck will start creating orders using the City Grant money. Evelyn also reported the Youth Services has ordered their "booth" which is roughly \$2000.00. Karla commented that it would be nice to have a photo op with Big Lots, YS and the items that were purchased with the Big Lot's donation. It's good publicity for the Friends, Big Lots and the library. There is still money left

from the donation for other items, such as another game box and additional software.

Julie Huelsbeck e-mailed Lori explaining that she is unable to attend evening FOL meetings. The board would like to have Julie and more members present and discussed the possibility of changing the meeting times to the afternoon. Since the board has many retired members, the change may also encourage them to attend. Karla Kay made the motion to investigate the availability of the Program Room for 3:30 pm on the regular meeting date of the 3<sup>rd</sup> Wednesday of the month and the use of the Administrations meeting room during the Summer Reading Program for same times and days. If the 3<sup>rd</sup> Wednesday of the month was not available, then Karla would also check for room availability on Tuesdays or Thursdays on different dates. Lori Chambers' second and all approved. Karla will get back to the board with her findings.

6. Library Advisory Council Report: No report.

Lori postponed agenda item 7, Book Sale Discussion to the next meeting due to lack of time.

The meeting was adjourned at 8:25 pm.

Respectfully submitted,  
JoAnn Patterson, Secretary.