

Friends of the Mohave County Library-Kingman
Monthly Board Meeting
Wednesday, January 21, 2009
Mohave County Library-Kingman, Program Room

1. The meeting was called to order by President Lori Chambers at 3:42 pm. Present at the meeting: Shirley Baker, Janice Westfall, Jane Havern, Julia Selleck, Karla Kay, Lori Chambers, Lyndal Byram, Beverly Clouse, JoAnn Patterson, Michelle Hull and Danielle Hull.
Lori introduced Shirley Baker as a new member and her personal guests Michelle Hull and Danielle Hull.
2. Lori reported that the scheduled December 17th board meeting had been postponed due to poor weather and icy road conditions. The agenda the board will follow is the same as December 17th, 2008.
 - a. The review of the first book sale training/kick off meeting went very well and had 15 attendees. Lori made some corrections and additions to the new Training manual and requested that Jo make those permanent in the master copies. Karla had some corrections and changes and will e-mail them to Jo. The attendees were Jane Havern, Art Pitts, Kaye McLeod, Mary Ann Chwaszczewski, Barbara Sorensen, Sandra Minkler, Susie Leam, Judy Semke, Rita Cownie, Gordon Unwin, Lorry Unwin, Barbara Lorentzen, Sharon Hays, Gene Lehr and Ann Cherry.
 - b. Lori brought up the need to purchase a file cabinet for the FOL for the purpose of keeping documents in a central location at the library. Bev Clouse, the Kingman Librarian said she would check to see if the library has an extra file cabinet that they could loan the FOL since it will stay at the library. If none is available then the FOL will purchase one. Jo Patterson made a motion to purchase a file cabinet if the library does not have an extra one and Karla Kay seconded the motion. There were no objections.
 - c. Lyndal Byram was asked to start the requests for donations to business/corporations in the community. She was told she could use the Big 5 model as a guide. Lyndal and Lori will meet to go over the donation requests and discuss how to approach business in these difficult economic times.
 - d. The decision to use youth groups from the schools and community in 2008 was reviewed. Lori reported that the group from Kingman Academy did a great job at the December book sale and they requested to work other

- book sales in 2009. After discussion and a decision to "share the wealth" among different groups, the board agreed to use the same group for the March book sale. The Boys & Girls Club had expressed an interest in helping at future sales, so Lyndal was asked to contact them for the May sale. The Kingman High School Student Council was also interested, but there may be a conflict with the school for the May sale, as the book sale is scheduled at the same time as graduation and prom. FOL will attempt to use more school groups for the 2 fall sales.
- e. Lori asked the FOL board if e-mail reminders should be sent to all members before the next meeting. Janice sent out e-mail reminders to the board members for the January meeting. Everyone agreed that if e-mail reminders were sent out, more members might attend the meetings. Janice was asked to compose a reminder and send it to Julia Selleck, (FOL web master) a few days before the next meeting.
 - f. Everyone was reminded to send any newsletter inserts to Jo by February 20, for mail out by February 27.
3. Jo Patterson presented the minutes of the October 15, 2008 meeting for approval. Jo had forgotten to present the minutes for approval at the November Annual Meeting in 2008. Lori made the motion to accept and Janice second. There were no objections.
- Jo presented the minutes of the November 19, 2008 annual meeting for approval. Julia made the motion to accept and Karla second. There were no objections.
- The FOL board had discussed participating in KABAM (Kingman Area Books Are Magic) festival for 2009 after participating in the KABAM festival in 2008. The KABAM festival is on May 16, 2009 at Metcalf Park. Lyndal made a motion to participate in the 2009 KABAM festival with a membership drive booth. Julia second. There were no objections. Members will be asked to help "man" the booth. Jo was asked to include a request for volunteers in the March newsletter.
- Jo Patterson was reminded to contact the Mohave County Fair for the dates of the 2009 Mohave County Fair and if the FOL would be eligible for a free booth. Jo is to report back at the February 2008 meeting.
4. Treasurer Julia Selleck asked Karla Kay to continue with the Treasurer's responsibilities until Julia recovers from a health issue. (Karla was the 2008 FOL Treasurer) Karla presented a final overview of the FOL accounts. She

broke down the profits and expenses during the year. The FOL revenues were higher than were estimated for the 2008 budget. Karla reported that for the month of December, the book sale made \$2,508.00, the cart sales in the library made \$551.00, membership dues in the amount of \$1,101.00 came in, a \$15.00 donation was made, the invested CD's made \$9.00 in interest, there were \$40.00 in book bag sales and the members of the FOL spent \$327.00 at the members only presale. A total of \$4,551.00 just in December, during the holidays and an economic downturn. The FOL revenues totaled \$43,403.00, with expenditures of \$37,642.00 for 2008. The money goes directly to support many of the programs, materials, equipment, furniture and books for the library in Kingman.

Karla also reported that Triple A Storage on Harrison in Kingman donated a month of free storage to the FOL. A large collection of books were donated and the FOL needed a place to store and sort them. Janice was asked to write a Thank you to Triple A and Jo will put one in the newsletter.

Karla reported that there are times when people place personal letters and documents inside books, forget and donate the books to the library. When she discovers them, she makes every attempt to contact the owners and return the items to them. Karla presented some correspondence she had received to the board concerning them. Karla also presented other correspondence to the board, which the board read. Janice will organize and place the correspondence in the FOL's future file cabinet.

Karla requested printing extra copies of the newsletter so they could be given to any new members at the KABAM festival.

5. Julia presented the December 2008 and January 2009 membership report. She reminded everyone that the membership is based on a calendar year, from January through December. It is not a 12 month cycle. If members do not renew in January, but renew any other time during the year, their membership is still for just that year and does not carry over to the next year's month of renewal. New members are carried over for 1 year if they join late in the year. Julia reported that she has added a calendar of events to the FOL website. She also shared the chart showing the number of visitors to the website.
6. There were no committee reports. Jane Havern will contact Sharon Schwartlose to learn how to help set up the book sales.

