

Friends of the Mohave County Library-Kingman  
Monthly Board Meeting  
Wednesday February 18, 2009  
Mohave County Library-Kingman, Program Room

1. The meeting was called to order by President Lori Chambers at 3:30 pm. Present at the meeting: Jane Havern, Julia Selleck, Karla Kay, Bev Clouse, Lori Chambers and JoAnn Patterson.
  
2. Lori asked Bev about the file cabinet status. Bev reported that she has located a file cabinet, but it has no key. Bev stated that there are other ways to secure the cabinet if the keys cannot be located. Lori reminded everyone that once the file cabinet is ready, all FOL documentation, materials and other paperwork will be filed there, to avoid repeating past problems when members have resigned or moved and information and materials are lost.
  
3. Jo Patterson presented the minutes of the January 21<sup>st</sup>, 2009 meeting. Karla Kay motioned to accept the minutes and Lori Chambers second. All approved. Jo reported on her contact with Carol Turney and the Books for Babies program. At the time of the meeting Carol had not returned Jo's call to meet and train for the Books for Babies program. Lori instructed Jo to contact Carol again and get the materials from her.  
Jo reported that she had e-mailed James Guillot, Chairman of the Mohave County Fair with a request for a nonprofit status application for a fair booth, but has not heard back. Since the fair is not until September, they may not respond for a while. Jo will keep checking back with Mr. Guillot or another person until she receives an answer.  
Jo was instructed to call Lyndal Byram and let her know that materials for the March book sale and materials from the board meeting would be held by Bev at the library and she can pick them up.
  
4. Karla Kay passed out the Treasurer's Report and reported that the cart sales in the library have been increasing.  
Karla also reported that she had made a deal with an Internet book seller (Stan Majors) to help sort the donations and fill the book sale carts in the library. In exchange, Stan will be allowed to take any books equal to or more than \$10.00 value to sell on his website, with the agreement that he will give 10% of the sale amount, not to be less than \$1.00, to the FOL. Jo stated that Karla should have notified the board about this agreement in advance.  
Karla reported that all the FOL books have been removed from the AAA Storage and that FOL should not be responsible for any future storage fees. Lori stated she would call AAA to let them know.

Karla reported that one of the Downey CD's had matured and the funds needed to be reinvested. She recommended that the FOL place the funds back into a CD at Downey for 8 months at 2.00% interest. Lori Chamber made the motion to approve and Julia Selleck second. All approved. Karla reminded everyone that the second Downey CD would mature in April. Lori stated the FOL should have a calendar where information on CD's and other events are listed, so everyone will know have the information in advance and can plan accordingly.

5. Julia presented the Membership Reports. She reported that some members have joined for 2 years and there have been 2 new members since she e-mailed the new members list for the newsletter. Five corporate members have not renewed.

6. Committee Reports:

Website: Julia presented the Website reports. She was asked to list the corporate members on the website in an effort to encourage them to renew. Julia stated she will be out for medical reasons from March 17 for 6 weeks. Karla will help out during that time.

Building fund: There has been no movement on the building fund.

Corporate/Business: Lori will update a letter to request corporate support of the FOL for Lyndal to use.

Book Sale: March 5, 6, 7: Karla stated that she felt the book sales needed an overall coordinator. Jane Havern is attempting to fill that need. She has contacted and will be working with Sharon Schwartlose to learn and take over the book sale set up and take down. Lori scheduled a "kickoff" for the book sale for May 3<sup>rd</sup> at 1:30 pm in the library's program room. Bev will check the schedule and let Lori know if the room is available for that day and time. Karla reported that she notifies Kingman Unified School District, the Kingman Academy of Learning, Channel 11, The Standard and the Miner newspapers of the book sales. There was discussion about getting better organized with scheduled times for specific duties for a book sale, so that it is documented. Karla has a basic guide that she made up and will e-mail to the board.

Newsletter: Jo was reminded of the schedule to have the newsletter finished and printed. Lori will ask Julia to send out an e-mail to request volunteers to address and mail out the newsletter. Volunteers will be needed for February 24<sup>th</sup> at 10:00 am in the library's conference room. The board decided to do a final reminder in the newsletter for those members who have yet to renew for this year.

7. Librarians Report: Bev turned in receipts for purchases of supplies and other materials. She reported that the library was still in the rearranging process and were about half way through. Bev was asked by the board to assign the Friends

keys for the cash box on the carts and the storage shed to either herself or one other person for the purpose of retaining control.

8. Library Advisory Council Report: Lori informed the board that she is turning in monthly reports to the Advisory Council on the activities and goals of the FOL.
9. Additional Items: next meeting, March 18<sup>th</sup>: Jo asked that the Books for Babies program be placed on the agenda for discussion. She also requested a future agenda item to have FOL board discuss any possible or necessary changes to the FOL Constitution and By-laws. They were last amended in March 2006 and some things have changed.

The meeting was adjourned at 5:33 pm.

Respectfully submitted,

JoAnn Patterson