

D R A F T
Friends of the Fern Ridge Library
Minutes of the Quarterly Meeting
Jan. 16, 2021
Via Zoom

Call to Order: 10:04 by President Pat Baron

Attendance and introductions: Pat Baron (President), Karen Anderson (Vice President), Bridget Piccioni (outgoing Treasurer), Nora Weber (outgoing Secretary), Kathleen Kistler (Secretary), Becky Lemler (Library Board Liaison), Laura Blankenship (Library Liaison), Diana Huntington (member)
Absent: Sharon Dowling (Treasurer)

Review Agenda: Notice was given that the meeting would be recorded as a temporary resource for the incoming secretary and absent members then discarded.
Pat requested that one item, "Orientation and Transition," be added to the agenda.

Minutes of Oct. 24 meeting – Unanimously approved (M/S Blankenship/Anderson)

Orientation and Transition: Pat reported that she plans to start the orientation and transition process from former to current officers this next week.

Correspondence: Nothing reported.

Financial – Bridget (Bri) Piccioni

Current financial statement: Unanimously approved (M/S Huntington/Kistler).

Proposed budget for 2021: The proposed budget reflects optimism that the library will reopen to the public this year. Pat confirmed that our two scholarship donors will each contribute \$1000 this year so the proposed budget can be revised to reflect an additional \$1000 in scholarship funds and total income of \$5150. M/S by Anderson/Piccioni to approve the budget as amended. Passed unanimously.

Reports & Continuing Business

Library – Laura reported that the library is currently open to the public 4 hours/day with 2 teams: one working M-W and one working TH-Sat. Curbside service is available 10-4 daily. Staff are available by phone from 9 a.m. to 5 p.m. Programs continue to be offered via YouTube and Zoom. Staff are focusing on efficiency and safety and expect 2021 to be a good year. The Book Bike is ready to go as soon as covid19 conditions allow. Some of the places it may be taken by various staff include parks, schools, Farmer's Markets, Festivals, and the Senior Center. There will be books that people can just take and we also hope to be able to provide library cards.

Library Board – Becky reported that the Library Board met two weeks ago. New chairs have arrived and that project will be finished this year. One of 2 ordered trollies has been delivered. Notify Laura if you know of anyone who might be interested in purchasing the old "surplus" chairs. Oak tree removal is slated for Monday, February 22nd.

They are looking to fill one open slot on the board. The deadline for nominations is in March. Particulars are posted at Lane County Elections website.

It was noted that Oregon Community Foundation manages the board's finances.

Library Foundation– Pat reported that the Foundation has met virtually since March. Since a Library levy was on the ballot last year the Foundation was low key about fund raising. A year end letter focusing on donations went pretty well and gave people a choice of donating to the Foundation or to the Endowment Fund. The Foundation's current focus is on building the endowment.

Book Sale – Pat reported that several options being considered including a parking lot book sale this summer and selling on Facebook with in-person payment and pickup. If that goes well we may move into a more sophisticated method of selling books online. At this time, we are not taking donations of books.

Membership – Bri reported that the most recent roster has 10 current members. Renewals can be mailed or put in the media side of the drop box in front of the library. Laura requested that people using the drop box place their renewals inside a plastic bag first so that they don't get lost among other materials.

We are seeking a new chairperson for Membership. After a new Membership Chair is appointed, Nora will compose and post information on Facebook about joining Friends.

A few new members joined as a result of cards put in bags for the Writers and Wine fundraiser last fall. We will look into getting more cards and doing more of this sort of recruitment in the future.

Scholarship – Pat reported that our past year donors will continue to give \$1000 each for scholarships. She is reviewing application materials and the process. It worked OK last year so we will use a similar process this year.

Grounds Committee – Karen reported that work has been done on the parking lot grounds. Once the oak tree comes down, that area will need new plantings. She requested funding to hire Doak Creek Nursery's Cynthia Lafferty as a consultant on that project. It was noted that perhaps not all of the funds we gave for Library Improvement last year have been used and could go toward plants for this project. M/S Piccioni/Weber that Friends provide up to \$100 toward consulting fees. Motion passed unanimously. Bri requested that a marker be placed acknowledging that this was a "Friends Sponsored Project."

Programs Committee - on hold

Blue River Library – Vicki Sourdy was unable to attend so Pat led the discussion about offering some of the books we have for our book sale to help the Blue River Library build a new collection. The number of books we donate would be up to the Board and the membership. All those present supported this plan. Pat will contact Blue River and offer our help with books. Karen offered to help with deliveries if needed in the future. Diana mentioned that "book groups" could be another helpful source for donations.

Possible Donation of Television – Pat reported that a member has offered to donate a new 50" flat screen TV. Everyone was in favor of accepting this donation noting that it could be raffled or auctioned in conjunction with Writers and Wine, National Library Week,

a membership drive, or some other activity of the Friends or in partnership with the Library Foundation. Pat will discuss this with the Foundation at their next meeting.

Outreach – Karen Andersen and Bridget Piccioni reporting

National Library Week is April 4-10, 2021. We have bookmarks and posters that weren't used last year. Karen suggested that if covid restrictions are still heavy in April we could celebrate National Library Week in the summer. Pat suggested that bookmarks might also be distributed with library pickups during April.

At Bri's suggestion, Pat will talk with local authors to discuss the possibility of offering collections of "books by local authors" for fund raising.

Friends' 30th anniversary: It was felt that discussion of this is premature. It could be folded into a summer Library Week. In an aside, Pat noted that Kiwanis of Fernridge is celebrating its 31st anniversary so a lot of good things were happening around here 30 years ago!

Privacy Policy: Pat reported that the draft attached to the agenda has been further revised. She will send out the revised draft for an email vote.

New Business

Little Free Library: We have been asked to consider taking over the Little Free Library located between the Crow Grange and Applegate Elementary School. Connie Doyle and her husband have volunteered to re-paint the box and stand with a little guidance from us. We thought that using the Frog from our logo would be nice. Also, on or in the box, there should be a sign with our name and the library's phone number along with a notice that users must accept responsibility for disinfecting books they take. A Secretary at the school has offered to find a local person to oversee the LFL and let us know when books are needed. Karen volunteered to provide backup support if needed to transport books.

None of the members present expressed an interest in starting other free libraries at this time.

News & Information Sharing

Nora reported on the Emporium. It had about 40 vendors/artists and was very successful operating in the old church building during November and December. It is now operating as a "pop-up" at the Elmira Grange, open on Friday-Saturday-Sunday from 12-6. Covid precautions are being followed and curbside pickup is available. They can be found on Facebook (The Emporium, Veneta). People can buy electronically and even take a virtual shopping tour (for a small fee). Home delivery is available.

Laura reported that the library will be offering a Zoom program "AARP Fraud Watch" next Thursday at 10:30. Contact Laura for the Zoom link to that event. Thursday 6:30 evening programs continue to be offered. A Master Gardener program is coming up soon.

Nora and Laura regularly post program information on Facebook.

Future Meetings: The date of the April meeting was moved back to the usual mid-month time, future meetings will be held:

April 17

July 17

October 16

Becky asked whether a list of members is available to other members. A list of current members is distributed with the meeting agenda and other materials each quarter. Pat noted that an opt-in and opt-out option can be made available after the Privacy Policy is finalized and posted.

The meeting ended with a unanimous expression of appreciation for Pat and all she has done to lead the organization through these challenging times.

Adjournment: The meeting was adjourned at 11:23 a.m.

Minutes submitted by Secretary, Kathleen Kistler.

**Friends of Fern Ridge Library
Proposed Budget 2021**

Carry forward	\$4005. (includes \$1000 for scholarship)
Income	
Book Sales	2100
Membership	900
Donations	100
Miscellaneous	50
Scholarship	<u>1000</u>
TOTAL	\$4150
Expenses	
Operations	200
Book Sales	100
Membership	50
Events	100
Newsletter	900
Summer Reading	1000
OBOB Books	300
Library Improvement	
Scholarship	2000
Programs	<u>0</u>
TOTAL	\$4650

Estimates are similar to the revised budget we developed for 2020.

The book sale estimates assume one big book sale in the fall, limited every day sales from March-August and increased every day sales from Sept – Dec.

***Blue River Library**

When Blue River burned last Labor Day, they lost their library. (It was a volunteer library that started in 1928 when local teacher Francis O'Brien began letting people check books out from her front porch. Operations later moved to a small building that became a community hub. Local volunteers now hope to build a larger library in its stead.) I suggest that we offer them some of the books we have for our book sale, especially since we can't even have our sales right now. It might help them build a new collection as they rebuild their town. The number of books we donate would be up to the Board and the membership.

**** Television Donation**

A member has offered to donate a brand new in-the-box Sceptre U50 50" flat screen TV. We could accept this and raffle it at our fall book sale (assuming we have one). We could also partner with the library foundation and raffle it with them. The foundation has not been approached about this yet.

Privacy Policy
Friends of the Fern Ridge Library
Draft3 11/30/20

The Friends of the Fern Ridge Library collect members' contact information (address, telephone number, e-mail address) so we can communicate with members and provide them with information about the Friends and the Fern Ridge Library. The Friends use e-mail to communicate unless a member requests another form of contact. If a member does not provide an e-mail address, telephone or postal mail are used. Members may indicate their preferred form of contact on the form when they join or renew their membership or by contacting the Membership Chair.

Because the Friends is a membership organization, we provide some information to our members, as is required in our bylaws. This takes the form of a list of member names. The organization's officers and committee chairs have access to contact information in order to perform the functions of their position. For example, the membership chair contacts members concerning membership renewal. The organization also sends a monthly e-newsletter containing information about the Friends and Library activities.

The Friends of the Library report member names to the library once each year so the library database can be updated so members do not incur fines for overdue items (a membership benefit). The Friends do not have access to the Fern Ridge Library database. For example, if a member changes their address or telephone number and notifies the library of that change, they must also inform the Friends of that change.

If any member of the Friends wishes to exempt themselves from this policy in any way, they must notify the membership chair.