FRIENDS OF THE BARABOO PUBLIC LIBRARY

ADVOCACY, FUNDRAISING, VOLUNTEERISM

BOARD MEETING MINUTES

Tuesday, May 14, 2019 - 5:30 pm - Jose's Mexican Restaurant

I. **Call to order-** Meeting was called to order at 5:40 p.m. by Board President Sara Roltgen with Pat Shear as Recording Secretary. Others attending were Maria Kopecky, Lynn Harthorne and Luisa Ramos Romero. Absent were Jessica Bergin and Anne Horjus.

II. **Review of agenda-** Maria Kopecky motioned/Pat Shear seconded to approve the agenda. Motion carried.

III. **Minutes of April 2, 2019 meeting-** Luisa Ramos Romero motioned/Maria Kopecky seconded to approve the minutes. Motion carried.

IV. **Treasurer's report-** Report is filed for audit.

V. **Correspondence-** Sara Roltgen shared a note from library staffer, Gail Johnson, thanking the Friends for the recent desk flower arrangements and treats.

VI. **Standing Committee reports**

A. Director's Report- Reminder that on May 22, 2019 there will be two Library Expansion Open House sessions open to the public.

VII. **Special Committee reports**

A. Book Sale- Total sales were $2335.00 and expenses were $49.21.

B. Books for Newborns- Nothing new to report at this time.

C. Music with Friends- We will start planning in November for 2020 events.

VIII. **Unfinished Business**

A. Interim treasurer position open- We welcomed Lynn Harthorne as interim treasurer with appreciation to Maria Kopecky for her dedication to the Friends and efficient handling of the accounts. Sara Roltgen reminded us that all positions will be up for election at the January 2020 annual meeting.

1. Disbursement of Maria's projects- Maria Kopecky and Lynn Harthorne will meet to discuss the treasurer duties.

B. Library board liaison open- This position is still open.

C. Friends brochure and mid-year newsletter- Sara Roltgen is in the process of designing the brochure which will include a membership form.

D. Spring grounds update- Marcy Huffaker has raked the grounds and is suggesting a controlled burn of the rain garden early next spring. Jennifer Fox of Blooms Unfold has proposed adding flowers to the two planters at the front of the library. After discussion, Maria Kopecky motioned /Luisa Ramos Romero seconded to spend up to $500 for flowers for the planters. Motion carried.

IX. New Business

A. Volunteers needed for outside garbage and dusting- Sara Roltgen will post a request on Facebook for volunteers to dust in the library.

B. Have library windows professionally washed- Sara Roltgen will seek bids for window washing and report back.

C. Approval of disbursement requests-

$100 – Jennifer Fox - bouquets for the annual meeting.

X. Next meeting: June 4, 2019 - 5:30pm (location TBA)

XI. Adjournment- Meeting was adjourned at 6:34 p.m.

Pat Shear – Meeting Minutes Recorder
May 16, 2019