

**Friends of the Joliet Public Library – Minutes
February 8, 2020 – Black Road Branch**

1. The meeting was called to order at 10:00 a.m. by Dave Hlavac, President.
2. Members Present: Marilyn Bohner, Pat Boyle, Joe Furlan, Ethel Garrett, Dave Hlavac, Margaret Holzrichter, Pat Kelly, Ron Likovic, Frankie Overcash, Ted Overcash, Paul Rak, Colleen H. Robbins (V.P.), Laura Yanchick, Denise Zielinski. (14)
3. Agenda Additions:
 - New shelving at Main/Ottawa branch may help with the sales there.
 - Advertising could be improved.
 - Microfilm reader and printer are being used at Main/OSB.
4. Treasurer's Report: Year 2019, Frankie O., Treasurer

Beginning balance as of Jan 1, 2019	\$54,278.70
Income =	\$19,676.79
Expenses =	\$43,564.81
Ending Balance as of Dec 31, 2019	\$30,390.68

 - Ethel G moved to approve Treasurer's Report. It was seconded by Joe; All in favor.
5. Minutes: - Joe F. moved to approve the Minutes. Seconded by Ethel G; all in favor.
6. Motion to approve minutes as corrected: Denise; second: Marilyn; all in favor.
7. Library News: Denise Z. (liaison) – see handout; JPL News, Feb 8, 2020
 - Project Burnham was approved by the Joliet City Council in Dec 2019
 - Friends of the Library Room at Ottawa St is totally renovated.
 - Library received a \$40,000 grant to promote filling out Census forms.
 - Denise is retiring as of March 31, 2020. A farewell gathering is planned for March 31st.
 - Denise is planning to be back for the June 2020 Star Wars event.
8. Funding Requests: total of 4 requests (req.)
 - #1 – Jennifer Holub req. \$400 for “sensory-friendly toddler time.” Ages 2-5.
 - Pat B. moved to approve the request. Ron L. seconded the motion.
 - #2 – Laura Yanchick req. \$4,900 for Summer Reading Program Prizes. Ages Youth & Adult.
 - Ron L. moved to approve the request. Ethel G. seconded the motion.
 - #3 – Laura Yanchick req. \$3,000 for incentive for Youth Services Summer Reading Program, Ages 5-13.
 - Colleen R. moved to approve the request. Ron L. seconded the motion.
 - #4 – Denise Zielinski req. \$3,930 for rental costs; Star Wars event; 6-05-20 weekend. 8-10K visitors
 - Joe F. moved to approve the request. Ethel G. seconded the motion.
 - A total of \$12,230 in requests. There is \$30,000 in the Friends account.
 - Dave H. commented that we need to make sure we keep the usual required minimum amount of \$10,000 in the Friends account.

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9. Committee Reports: Paul R. and Frankie O. collaborated on the membership report.
 - Membership: We have 22 Lifetime members. Paul will get these membership cards laminated.
 - Paul is compiling a Friends' database. He will use this info to send email and follow-up mail letters to members regarding Friends' events.
 - Publicity & Library Webpage: Denise reported the Library's "All About Us" webpage now includes information regarding Friends' Events & information.

10. Old Business:
 - Spring Book Sale: Thurs – Sun, April 23-26 at Main/Ottawa St. Branch. It will be held in the Joliet Room instead of the 2nd floor as usual. The Library's Events Calendar already shows the Sales dates & info regarding Parking. Patty B. will handle the dating & time-stamping of the parking tickets.
 - Denise commented that due to the clean-out of the Friends of the Library room, the Book Sale signage was found!

11. New Business:
 - Funding requests: Members to approve \$300 expenditure for additional shelving at Ottawa Branch. Ethel G. moved to approve the request. Ron L. & Joe F. seconded. It was approved.
 - Ron L. suggested we buy 3 Visa gift cards at \$35 ea. to give as a Thank You to the maintenance people who painted walls, stripped floors, etc. in the Friends' room at the Ottawa Branch. Request was approved. Denise will give the names to Frankie who will purchase the gift cards.
 - Fundraising:
 - Paul suggested eating at family-friends local restaurants that will donate a % of the total bill to the Friends: Panera (20%), Potbelly (25%), Chipotle (33%), Culvers (% varies). We cannot promote on premises, but we can contact our membership, put in Quarterly Library guides, etc. Usually held on M-Thu with only one night at each location. Perhaps we could do one per month. Deadline for request is Sun., March 15. – Paul moved that we have a fund-raiser at Chipotle in June, July, or Aug. – Pat B. seconded. It was approved.
 - Denise Z. suggested a progressive dinner with the Pinnacle Library System. (Similar to the "Road Trip" that Mallory coordinated).
 - Author events / author dinners. Why are people involved with Libraries, book clubs, etc.? To discuss authors and books.
 - Ted O. suggested investing the Friends' money in short-term, high-interest CDs

12. Announcements: The family of Katherine Howardson gave a \$200 donation to the Friends to have bookmarks made and distributed in memory of her.

13. Adjourn: Ted O. moved to adjourn the meeting. Marilyn B. seconded the motion. It was approved. Meeting adjourned at 11:47 am.
 - Pres. Dave H. had to leave the meeting at approx. 10:30am. Vice Pres Colleen R chaired.

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- Secretary Linda Aguilar was not able to attend. Member, Margaret Holzrichter substituted as Secretary.
- Member Margaret Holzrichter's printed notes were distributed at the meeting, and re-typed electronically by member Paul Rak.

At the February 8, 2020 meeting, the Novel Coronavirus / COVID-19 was only beginning to become a concern. By March, IL was entering a lock-down, stay-at-home phase. Most of the programs & events mentioned in these minutes could/did not happen. The library re-opened in July with many safety measures in place.