

## Friends of the Joliet Public Library – Minutes September 4, 2021

1. Convene and Call to Order: Meeting was called to order at 10:04 a.m.
2. Roll Call: Members Present: Dave Hlavac, Linda Aguilar, Frankie Overcash, Mallory Hewlett, Ethel Garrett, Marilyn Bohner, Colleen Robbins, Susan Rains, John Davis, Ron Likovic, Joe Furlan, Paul Rak
3. Agenda Additions: Paul requested we talk about using Cameo videos to promote our organization and events.
4. Treasurer's Report:  
Beginning balance as of 05/31/21 = \$46,498.42  
Income = \$9,393.15  
Expenses = \$3,830.77  
Ending Balance as of 05/31/21 = \$52,060.80  
R. Miller special use donation     -\$5,000.00  
Available funds                         = \$47,060.80  
Motion to accept the Treasurer's report was made by John; second by Ethel; motion approved.

### Fundraising Reports:

- We made \$112.00 from the Kidzfest book sale. The goal of this sale is not to make money; it is an outreach to the community. At the end of the sale, the remaining books were given away.
  - The ongoing sales at Black Road are down significantly. The new space is in a corner where it is less visible, in an area that previously was closed to patrons so many people don't know they can look at the books there, and it is too congested a space for more than one person at a time. Also, the library has not been accepting donations so there is a shortage of new inventory. It was reported that Megan likes the hallway in front of the restrooms clear; Joe (Building Supervisor) is looking for another space for our shelves. Dave will follow up with Megan about a better location for the ongoing sales. There is no ongoing sale at Ottawa Street due to the construction/remodeling.
  - Income from Thrift was lower than usual. They reduced the number of our books that they had in their inventory. Dave will find out why/what happened to all of those books.
  - Paul reported that the restaurant fund raiser that we had a year ago raise a little over \$100. We could do that again now that restaurants are open for indoor dining. Paul will check into it.
5. Read and Approve Minutes:
    - There were three corrections to the June meeting minutes. The name of the former library director who passed away in February was James Johnston; Rita Ann Miller was a lifetime member of the Friends of the JPL; and the meeting adjourned at 12:47 p.m.
    - Motion to approve the minutes as amended was made by Susan; second by Colleen; motion approved.
  6. Library News: Mallory Hewlett, Liaison
    - Starting Tuesday, we can start accepting donations again at Black Road. They will be put in the dock area. No donations will be accepted at Ottawa St.
    - A Deputy Director (replacement for Catherine Adamowski) has been hired. He is coming from the White Oak system (branch on Weber Road) so is familiar with our libraries.

- Remodel of the Ottawa Street building is expected to be completed in July 2022.

7. Funding Requests: Will be covered under New Business

8. Committee Reports:

- Membership: Paul has 213 contacts in the database. Even if people's membership has lapsed, he keeps them in the database (identified as such) so they can continue to receive information about upcoming sales, etc. If people who are not current members ask to be removed from the email list, Paul will take them off. We approved a 1-year extension for all members, so we have not started sending notices to renew yet but will do so this year. Five new members have joined for 2020-21. We are still using a rolling membership that starts when a person joins. People can pay their membership dues by mailing in checks or paying in person at the Circulation Desk. Frankie has a mailbox at Black Road so she can collect the money. Dave and Paul are working on making an online option for payment available. Frankie can print membership cards; Paul will laminate them upon request.
- Publicity: The website has not been updated; the Buzz has a Friend's spot.

9. Old Business:

- Membership extension: 1 year from when the person's membership expired.
- Dave is working on getting Friends of the JPL tote bags to sell. They would be reusable cloth bags similar to the ones sold at Menards.
- A motion was made by Dave to change the December meeting date to November 20<sup>th</sup>, second by John; motion approved.
- There was interest in having a small Holiday Book Sale during Joliet's Light Up the Holidays event on the Friday after Thanksgiving at the Ottawa Street branch. The library will be open that day from 9 am to 5pm, but they are not staying open later for the event. Mallory will publicize the sale through the usual media outlets. We will need to decide where to set up the sale. It was noted that the Ottawa Street door is the one that will be open (not Chicago Street).

10. New Business:

- Funding Requests: Coral Borg from Youth Services requested \$1500 to purchase new robots and accessories for their robot programs. Motion to approve the request made by Ethel; second by Susan. John motioned to amend the motion to all the amount to be increased (doubled) if needed; amended motion seconded by Dave; amended motion approved. Dave will check with Coral on whether they need additional funds.
- Mallory Hewlett and Joe Masters requested \$35,000 to purchase a new digital sign/billboard to be placed on the corner of Chicago and Clinton Streets at the Ottawa Street branch.
  - A photo of what the sign will look like was distributed.
  - The new sign would have the "donated by the Friends" with our logo permanently at the top.
  - The old sign would be replaced with this one.
  - The display area for the digital messages would be 8 feet by 3 feet.
  - The Friends would be able to use the sign to publicize our events.
  - The library did not budget for a new sign as part of the remodel, which is why they are asking the Friends to donate it.
  - They would like a decision soon as the costs keep increasing. There is not a specific installation date, but they would like to lock in the price. This vender is usually very competitive with their pricing so this is likely the best available price.

- Most agreed that the new sign looked good and that a digital sign would be good to have.
- The price was the main point of concern. Dave asked if the library would keep the Friends' logo on the sign if we did not approve the full amount. The answer was yes if we gave most of the money. Dave suggested up to \$20,000.

A motion was made by Colleen to table the vote to get some additional information with the option of voting later (online if needed), second by John, motion approved.

- The Fall Book Sale will be October 8,9, and 10. The times are the same as in the last meeting minutes. Dave will send out a request for volunteers. Mallory will make flyers and start advertising in the local media outlets. It is already on the Friends' website and Facebook page.
- Donations will start being accepted on Tuesday. We need to publicize that we are accepting donations again.
- Officers up for election: all officers' terms have ended. Dave asked for nominations ad the election should take place at the November meeting. Dave indicated that he would stay on as President. The Vice President position is open. Frankie is willing to continue as Treasurer for one more year. Linda will continue as Secretary unless someone else would like to have the position. Dave will ask the membership if anyone else is willing to serve.

A motion was made by Dave to table the vote at the next meeting if we need more time to find a Vice President, second by Linda, motion approved.

- Paul introduced the idea of using Cameo – a website (cameo.com) where you can hire celebrities to give customized messages for special occasions that can be posted on Facebook or other social media platforms. For example, for \$49 we could have a celebrity create a message promoting the Friends that could be used as many times as desired. We will ask Mallory to look into it.

#### 11. Announcements:

- There was some discussion about Pat Boyle's suggestion regarding how to use the money that was donated in memory of Rita Miller. Dave will follow up with her.
- Dave asked what supplies are need at Black Road for the ongoing sales. Let him know.

12. Adjourn time: 11:56 a.m. Motion to adjourn by Dave; second by Susan; meeting adjourned.