

Friends of the Joliet Public Library – Minutes April 22, 2023

1. Convene and Call to Order: Meeting was called to order at 10:10 a.m.
2. Roll Call: Members Present: Dave Hlavac, Linda Aguilar, John Davis, Frankie Overcash, Ted Overcash, Ron Likovic, Val Devine, Ethel Garrett, Marilyn Boehner, Joe Furlan, Paul Rak, Judy Milde, Margaret Holzrichter, Susan Rains, Michele Janicek
3. Agenda Additions: On-going sale pricing, Annual renewals of software
4. Treasurer's Report: see handout for itemization of income and expenses.
Beginning balance as of 02/15/2023 = \$36,048.07
Income = \$2,542.86
Expenses = \$810.10
Balance as of 4/15/2023 = \$37,780.83

Motion to approve treasure's report was made by Ethel; second by Marilyn; motion approved.

5. Read and Approve Minutes from February 18, 2023:
 - Correction on P.1, item 6 is in reference to the exhibit of Frieda Kahlo's work. NASA should be all capital letters.
 - Motion to approve the minutes as corrected was made by Marilyn; second by Ethel; motion approved.
6. Library News: Val Devine, Liaison
 - Thank-you to the Chicago Street Pub for rescheduling the fundraiser in support of the Friends. Val will pick up their donation check this week.
 - The library is planning a special event called Violins of Hope from August 8 to September 7, 2023. There will be a display of 6 violins played by people in concentration camps during the Holocaust. Val is working on getting grant funding for this event from the Will County Community Foundation. The request must come from a non-profit organization.
Motion to approve the Friends being a sponsor and using our 501C3 number on the grant application made by John; second by Paul; motion approved.
 - Regarding the inquiry that the Friends be allowed to sell unused furniture and other items that are being stored in the attic – there would be a lot of manual labor involved in moving large furniture items to a sale location. Val will check with the administration about the feasibility of holding a sale in one of the conference rooms. Logistically, we would need to decide what to do with items that don't sell. Another option would be to take pictures and try to sell things online. John and Paul both are acquainted with organizations that sell things online for a fee or split of the profit. Val will also check on the inter-library network to see if other libraries may be interested in these items.
7. Committee Reports:
 - Membership: Database – See handout, *JPL Friends Membership – WildApricot Export*
 - Eventually Paul would like us to be able to update membership lists at our sales and check for members online without having to print the lists. For the sale next week, however, we will still use the printed lists and paper membership forms.

- Paul is willing to provide additional training on how to use Wild Apricot via Zoom if members are interested. Please let him know.
- The email feature needs to be enabled so other officers and members can use it. This would also allow us to automatically send out membership renewal notices.
- Paul will test to see if people can sign up to be Friends members online. He has not worked on the payment feature yet. That will allow members to pay their dues online.
- Currently, we are paying \$48/month. It is going up to \$60/month, but if we decide to pay for a full year, we can stay at the \$48/mo. rate.

Motion to approve renewing our subscription for a full year made by Paul; second by Judy; motion approved.

- Publicity:

- The Friends' Facebook page is linked from the library's page. The library has over 7.3 thousand followers.
- We have a page for our book sale. Please like and share this page. The sale is also on the library's event calendar. Mallory made posters to hang in our frames and post at both branches. She will be asked to send press releases for both sales.
- Val put fliers with coupons in hold books for our last sale. As the Black Road sale is next weekend, it's probably too late to do this now. We need to start earlier. If we get a list of our sale dates for the year, she can work with Mallory on timelines for various types of publicity.

8. Old Business:

- Thrift Books Update: See handouts, *Profit Sharing Statement* for January, February, and March
 - They took a higher percentage of the sale price for our books than they have in previous months. We did better using Bookfinder for scanning than using their tool.
 - Freight costs were \$562.86 in March. We sent 4 bins – two from each branch in February, and that cost was only \$140.00. Why the change? No one from Thrift has given Dave an answer. He will contact them again. We would like to know the exact cost per bin. Dave will ask to see the bills from the shipping company.
 - Starting next month Dave would like the volunteers to keep track of how many full bins go out and how many empties come in. The bins are not weighed when they go out.
- OSB is taking donations again. Val was asked to have the library notify patrons where to bring donations and what we accept. This information is on the website.
- Baker and Taylor Option – We reviewed the steps as follows:
 1. We would scan our books and send the information to B & T.
 2. They get back to us within 24 hours and let us know the code (red or green) for each book.
 3. We box them up accordingly and mark the boxes as red or green. Red boxes go to recycling; green boxes are books for which they give the library credit.
 - Books with no ISBN numbers go in the red box.
 - There was a suggestion that we use B&T for books that don't sell at either the ongoing or the spring/fall sales.
 - Dave will set up a committee meeting to discuss this option with the volunteers that scan and sort books at either/both branches.

9. New Business:

- Funding Request – One funding request as follows:

- Joe Masters requested \$12,000 to partially fund the purchase and installation of a full covered shade awning to replace the current umbrellas on the patio at BRB (which are unsafe and inefficient). Sample pictures of what the new structure will look like were included with the request.

Motion to approve this request with the stipulation that the Friends are acknowledged as contributing to this structure made by Ethel; second by Ron; motion approved.

- Book Sale: April 29 – May 1st at Black Road
 - There are teen volunteers who will assist with set up on Thursday. Dave will send an email to the Friends asking for volunteers to help with set up and the sale.
 - We need to change the hours on the signs as follows:
 - Friday evening 5 – 7 p.m. – members only
 - Saturday 9 a.m. – 4 p.m. regular sale
 - Sunday 1 – 3 p.m. – bag sale

- Fall sale will be Oct 20 – 22 at Black Road
- Ongoing sale prices are usually the same at both branches. Recently, we ran a special sale at BRB due to an overabundance of inventory of certain types of books at that location. We will try to coordinate sales/special pricing at both branches, so patrons and staff are not confused.

10. Announcements: Friends Anniversary – We will commemorate our 55 years at the book sale. Margaret still has the CDs of 60s music we can play in the background during the sale. The posters with info about the Friends and what we've contributed to the library are currently on display at both branches in the frames that we approved purchasing at the last meeting.

11. Adjourn time: 11:59 a.m. Motion to adjourn made by Ethel; second by Joel; motion approved.