

Friends of the Joliet Public Library – Minutes November 18, 2023

1. Convene and Call to Order: Meeting was called to order at 10:00 a.m.
2. Roll Call: Members Present: John Davis, Laurence Dent, Linda Aguilar, Frankie Overcash, Ted Overcash, Ron Likovic, Val Devine, Ethel Garrett, Marilyn Bohner, Joe Furlan, Paul Rak, Michele Janicek, Rita Miller, Diana Bruesewitz, Susan Rains, Tina Blackburn, Julie Bauer, Jim Skowronski
3. Agenda Additions:
 - Officer Elections
 - Fundraising
 - Dates for 2024 meetings and sales
4. Treasurer's Report: see handout for itemization of income and expenses.
Beginning balance as of 08/31/2023 = \$46,153.25
Income = \$5,892.38
Expenses = \$13,883.85
Balance as of 10/31/2023 = \$38,161.78
 - Motion to approve treasurer's report was made by Joe; second by Marilyn; motion approved.
5. Read and Approve Minutes from April 22, 2023
 - Motion to approve the minutes was made by Joe; second by Marilyn; motion approved.
6. Library News: Val Devine, Liaison
 - A large amount of the books in the attic at OSB have been cleared out. Everything that was left has been brought downstairs to our space in the basement.
 - Anneta and Laura from Youth Services fill two of the Little Free Libraries. If they need more books, do we want to let them select books from the shelves in our room? (verbal agreement given)
 - Joe wants to know if we need the blue bins back. (No, we used those for Thrift, but we do not send them as much so now box up books for Thrift.)
 - Do we want to start accepting donations again at both branches? (Yes, as we have other outlets for what to do with the extra books we cannot sell.) The website will be updated to inform the public that we are accepting all donations again.
 - Paul noted that in the future if we want to stop book donations, we should indicate that specifically on the website so people know they can still give monetary donations. There is a "donate" link on the website.
 - The library website lists library closures. If we use our keys to enter the building when the library is closed, an alarm goes off. There are some days we may not realize the library is closed, such as all-day staff training dates, so please check before coming to either branch to do volunteer work.
7. Committee Reports:
 - Membership: Ten new members joined at the fall sale. We currently have 125 members.
 - Paul reported that he will send messages to those whose membership has recently expired to encourage them to renew. Membership is one year from the date the person joined and paid. Most of our members get these notices, but if they unsubscribe from our emails, they do not.
 - We currently cannot accept payments online. We need to explore payment options that do not require the use of a personal SS# to set up an account.

- Paul can track who opens the emails sent out as well as the attachments. He recommends that there be more members who are trained to use the database and will offer another training session after the first of the year. If more of us know how to use the database, we will be able to use it at our sales to look up the membership roster instead of needing a printed list.
- Publicity: Val and Mallory do the publicity for the Friends. Mallory maintains our website and Facebook pages.
 - Paul noted that other Friends groups participate in community events to get more visibility for their group. An example is the Shorewood Friends decorate a Christmas tree at the Village Hall with book/library themed ornaments, etc.

8. Old Business: None

9. New Business:

- Funding Request from Laura Yanchick in Youth Services for \$1300 to purchase items to improve the play area at Black Road. The funds would be taken from the \$5000 bequeathed by Rita Miller. Laura has been in touch with Rita's family, and they agree with this request. They are also collaborating on ideas for the rest of the bequest.
 - Motion to approve made by Ron; second by Laurence; motion approved.
- Election of Officers for 2024: Slate of Officers who agreed to run:
 President – John Davis (2-year term)
 Vice President – Laurence Dent
 Treasurer – Frankie Overcash (1-year term)
 Secretary – Linda Aguilar
 - Motion to accept this slate of officers and approve by voice vote made by Ethel; second by Paul; motion approved; officers elected.
- Meeting dates and location for 2024: all are on a Saturday at 10:00 a.m.
 February 17th – Black Road
 April 13th – Black Road
 September 14th – Ottawa Street (parking on the street and in the deck is free on Saturdays)
 November 14th – Black Road
 - Motion to approve the meeting dates made by Marilyn; second by Frankie; motion approved.
- Fundraising:
 - Book Sales – this year's sales will all be at Black Road due to the ongoing road construction in downtown Joliet, especially around the library. Parking is also an issue downtown.
 - Val noted that after we lose our free parking lot downtown, we may be able work out a system to use the Ottawa St. deck and get the tickets validated at the circulation desk.
 - Dates for regular sales will be April 26 – 28 and October 18 – 20, plus a one-day summer sale on June 29th.
 - Motion to approve the sale dates made by Ethel, second by Tina; motion approved.
 - Restaurant Fundraisers have been at Chipotle Mexican Grill and Chicago St. Pub. There was interest in doing another this year, and several options were discussed. Paul will make some contacts to inquire if other restaurants would like to host a fundraiser night. If anyone has ideas for potential locations, send Paul (or any of the officers) an email, or bring your suggestions to the February meeting.

- Giving Tuesday and/or End-of-Year giving – it would be great to encourage people to donate to the Friends as we are a non-profit charitable organization. Paul can send an email through Wild Apricot to our members. However, not being able to accept online donations is a limitation as many people prefer to donate that way. Wild Apricot recommends some preferred online payment companies that charge fees between 2% and 4% of the donation. Paul and John will follow up with Wild Apricot to see if we can use our non-profit number instead of a Social Security number.

10. Announcements:

- We are having a **Buy One, Get One Free Holiday Sale** for the ongoing sales at both branches from November 24th through January 7th. The free item must be of equal or lesser value; DVDs not included. Val will ask Mallory to make posters for both locations and advertise the sale through our online and other media outlets.
- The By-Laws need to be reviewed in 2024. John will ask for volunteers at the next meeting to form a subcommittee that will review them and bring feedback/recommendations to the group.

11. Adjourn: Motion to adjourn made by Ted; second by Lawrence; motion approved.