

PROCEEDINGS OF THE FRIENDS OF THE BROWN COUNTY LIBRARY

A meeting was held on **Monday, January 23, 2017 at 5:00 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

PRESENT: SANDRA HEINZL, ASHLEY REIF, MEG DEEM, REBECCA MEACHAM, DON KRAFT, CURT HEUER, LAUREL MARQUARDT (arrived at 5:19 pm)

ALSO PRESENT: SUE LAGERMAN, MARY KAYE MARTZKE (Staff)

EXCUSED: NICOLE VIRANT, STEVE SINCLAIR, ELLIE REICH, BARBARA KANE, KARALYNNE MOORE,

The meeting was called to order at 5:00 pm by President Don Kraft. There were not enough board members present for a quorum.

LIBRARY DIRECTOR'S REPORT

Sue Lagerman reported for Brian Simons. Rosetta Stone will now be offered on the library's website, replacing Mango Languages. Rosetta Stone is very well known and respected.

The library is working with the Green Bay public school district to boost their participation in the Summer Reading Adventure. 15 schools will offer SRA through their summer school programs. The school district will test students at the end of the regular school year and then after the summer program.

Mary Jane Herber kicked off her Genealogy 101 series last Saturday. 145 people attended with 25 who were walk-ins. She promoted the program on 3 different television stations.

Three think tanks have been installed on the main level at the Kress Family Branch Library.

The new lectern for the auditorium has been ordered and will arrive in 8-10 weeks. The Friends provided funding for this.

The East Branch Library has received their LEGO story starter kits (also provided through Friends funding) and will do a demonstration of them at the next Youth Services meeting.

The Stacks & Steeples event is on the library website and is being promoted as a Friends "signature" event. Stickers have been printed that will allow people to get 10% off at select downtown restaurants.

COMMITTEE UPDATES

Meg Deem reported that the first meeting was held regarding a new logo for the Friends. She and Sue Lagerman will be meeting with Khrome tomorrow.

Ashley Reif and Nicole Virant met last week regarding membership as a result of their recent survey. They are researching more Friends groups at other libraries to find out more about their benefits. They are also looking into other software that is available to use for membership.

REVIEW DRAFT OF POLICY & PROCEDURES MANUAL

Don Kraft has reviewed the present manual and has gone as far as he can go with it. He gave updated copies to Jamie Leick and Sean Schultz who both have editing and writing experience to see what their thoughts were. Don would like to put more detailed procedures on Google Drive. The new Policy & Procedures manual will be easier to update which will result in fewer changes to the by-laws.

ANNUAL MEETING PLANNING

The nominating committee will be meeting to come up with a roster of officers for consideration to present to the board. If anyone is interested in an officer position, please let Don Kraft know. Maria Frigo is not able to commit to the treasurer's position at this time. Discussion was held about extending an invitation to her to become a member of the board without being the treasurer. Maria has offered to prepare the 990 reporting form for the Friends at no charge.

Don Kraft will prepare a presentation for the annual meeting. Meg Deem will do the financials and there will be a presentation on GAKAB. Would Diane Vanderheiden be able to do a summary of the book sale?

The time for the annual meeting will be 9:30-10:30 am with the Antiques Appraisal event beginning at 11:00 am. It was decided to keep food choices to a minimum – coffee and muffins, fruit. This will be finalized at February's board meeting.

Discussion was also held on the Volunteer of the Year award. This will be on the agenda for the February board meeting.

Curt Heuer asked about having a drawing for “door prizes” at the annual meeting. The book sorters have several non-book items that have been donated, are in good condition and could be given out as prizes (Francoma pottery, prints and watercolors, etc.). None of the items are valuable enough to re-sell.

Sue Lagerman will design the annual meeting invitation and present it at the February meeting.

OTHER BUSINESS/FOR THE GOOD OF THE ORDER

Ashley Reif said that when she and Nicole went over the surveys a lot of Friends members indicated that they would like to volunteer. Ashley wondered about holding some type of volunteer appreciation event where those interested in volunteering could find out more about it. Present volunteers could talk about what they do and let people know what options exist. Laurel Marquardt suggested adding this to the annual meeting invitation – “come and learn about our volunteer opportunities”?

The meeting was over at 6:06 pm.

The next board meeting will be held on Monday, February 20, 2017 at 5:00 pm at the Central Library.

Respectfully submitted,

KaraLynne Moore, Secretary
Mary Kaye Martzke, Recording Secretary