

PROCEEDINGS OF THE FRIENDS OF THE BROWN COUNTY LIBRARY

A meeting was held on **Monday, January 15, 2018 at 5:00 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

PRESENT: MEG DEEM, SANDRA HEINZL, CURT HEUER, BARBARA KANE, MATT KOLPIEN, DON KRAFT, KARALYNNE MOORE, NICOLE VIRANT, SHERILL REVOLINSKI

ALSO PRESENT: SUE LAGERMAN (Staff)

EXCUSED: ALEX GALT, ASHLEY REIF, STEVE SINCLAIR, ELLIE REICH

The meeting was called to order at 5:04 pm by President Don Kraft. Curt Heuer arrived at 5:30 pm and Sherrill Revolinski left at 6:30 pm.

APPROVE MINUTES

Correction needed in dollar amount for ukuleles to \$2,000.00. Motion to approve by Moore and seconded by Heinzl. Motion carried.

PRESIDENT'S REPORT

A draft version of the FBCL brochure was passed out. Several mistakes were pointed out and will be corrected by Alex. A final version will be presented at a later date.

LIBRARY REPORT

Sue passed out cards with the new library hours that will be effective Jan 22nd. Sue also provided a card with the Stacks & Steeples event schedule. Sue gave a review of the Level Up event – over 400 people attended and enjoyed retro games, trivia, a movie, crafts and the opportunity to see a DeLorean car provided by the Automobile Gallery. The library is in the process of reviewing some job descriptions and the discussions regarding Pulaski continue.

TREASURER'S REPORT

Matt noted there were 2 small errors on the November statements that have been corrected. Motion to approve November financials by Deem and seconded by Virant. Motion carried. Motion to approve December financials by Kane and seconded by Deem. Motion carried.

MINI-GOLF UPDATE

The mini-golf equipment has not been returned from Elkhorn yet, but that is expected soon. A person who attended their event from Mukwanago YMCA is interested in using the equipment also. The board decided to delay that request until the equipment is returned and examined for “wear and tear.” We still need someone willing to oversee the mini-golf event, including coordinate volunteers, set up & take down, organizing the event, etc. Meg will post an “ask” through the Volunteer Center and via Facebook; Constant Contact (Sue) and we can also ask for help through the FBCL Facebook page (Jeanne Heuer).

COMMITTEE UPDATES

Membership Committee: No formal updates. Nicole suggested an updated tracking system to replace the Access database due to limitations of the system.

Give-A-Kid-A-Book: Meg indicated there were approximately 5,000 kids who received 2 books each this year (that translated to about 1,850 families). There are some soft cover young children's books that have been donated over the past few years - this year those books were also distributed. Meg has great volunteer support with approx. 60 volunteers at the GAKAB event. The fund balance is \$32,000; in the past \$8,000 had been transferred to the endowment account. The excess funds are designed as a cushion in case a corporate sponsorship is lost, Barnes & Noble does not contribute as much, donations decrease, etc.

Storylines: Don contacted 5 people with regards to producing Storylines; 4 responded. Some of the respondents have writing backgrounds and some have graphic backgrounds. Don will follow up with them and ask for a fee estimate.

CONFLICT OF INTEREST POLICY

Discussion on several parts of the document, including the necessity of the document as FBCL is a non-profit organization. Motion to approve by Revolinski and seconded by Moore. Virant opposed. Motion carried.

REVISED LANGUAGE RE: INVESTMENT POLICY

Meg explained our contract with the Greater Green Bay Community Foundation for both the FBCL and GAKAB and clarified the difference between the Principle and Not Principle accounts as well as our ability to withdraw funds from both accounts and the steps necessary to do that. There were minor errors in grammar and spelling that will be corrected and clarification of items (remove “in the preceding calendar year” under Distributions from the Fund #1 and add the word “may” under the GAKAB Fund Contribution Categories #2.) **Motion** to approve with changes by Heuer and seconded by Heinzl. **Motion carried.**

STRATEGIC SESSION UPDATE

A date of February 24 was confirmed and time set for 9:00 a.m. to 1:00 p.m. The location has not been finalized at this time. Sue will check on space at the library.

OTHER BUSINESS/FOR THE GOOD OF THE ORDER

Sue asked for input on stationery and other paper inventory with the new FBCL logo. She will also order new magnets that are offered to new Friends members and dispose of inventory no longer used.

Sue indicated that the FBCL were not selected for Give Big Green Bay.

Meg passed out the 2018 nomination form for The Volunteer Center’s 30th anniversary awards banquet (scheduled for April 19th) and explained the nomination process. The nominations are due March 2, 2018.

Meg also noted in the Sunday Press-Gazette there was an article about the FBCL.

There was discussion about the Annual Meeting but no decisions were made and that topic was tabled for the next meeting.

Motion to adjourn the meeting by Virant and seconded by Kolpien. **Motion carried.** The meeting was adjourned at 6:45 pm. The next board meeting is scheduled for Monday February 19, 2018 at 5:00 pm at the Brown County Central Library.

Respectfully submitted,

KaraLynne Moore, Secretary