

## **Minutes: Friends Annual Meeting**

**September 18, 2019**

Members Present: Betsy Bleck, Jacque English, Sarah Hughes, Pat Ludwig, Lynn Miracola, Yvonne Moroni, Lydia Schleicher, Debbie Walton

Co-president Lydia Schleicher called the meeting to order at 7:15 p.m.

The meeting began with a review of members present.

Two corrections were submitted for the minutes: "grand" was changed to "grant" and the spelling of Jennie Fidler's last name was corrected. Lydia moved to approve last year's minutes as amended. Corrected minutes from September 13, 2018 were unanimously approved.

Lydia introduced the OPL Board and welcomed all members attending.

### Communications and Announcements

Last week a mailing went out to all current friends or past two years. It included notifications about the upcoming book sale.

### Financial Report:

Lynn Miracola shared that the Friends currently have a total of 3723.52 in saving and 1172.46 in checking with no outstanding balances. Balances are expected to increase after the book sale in October.

Cindy Rosasndich and Lissa Radder partnered with Lynn Miracola to verify and complete the annual audit for 2018 per our bylaws. The finance report was unanimously approved.

### Committee Reports:

#### *Book Sale*

The next book sale will take place on October 11-13 with the same hours as usual. Last year a family from the Fox Valley that runs a used book store bought and removed any leftover books. They are planning on taking leftover books again this year.

Friends will be donating a \$10 book sale gift certificate and a lifetime OPL Friends membership to the OPEF Ball on November 1<sup>st</sup>.

#### *Membership*

Jen Chapman informed the Friends that there are a total of 293 total listed members. At the 2018 annual meeting there were 304 listed members. Lynn noted that Jen has done a great job of culling the list for accuracy. Membership is also expected to grow after the book sale.

### *Adult Events Committee*

Pat Ludwig is going to begin a fiber arts club for people to knit, crochet, etc. together. It will take place on Wednesday evenings. Projects may be collective or independent.

### *Hospitality*

Yvonne and Pat generously continue to provide delicious refreshments for library programs.

### *Publicity*

The committee has done a great job continuing to hang posters throughout the community to publicize library events.

### *Fundraising Committee*

Building renovation or expansion in the future. Could be involved in raising money or writing grants for needs analysis. We also have a grant writing committee. Probably get together in 2020.

## **Co-President Remarks**

Lydia thanked the Friends for attending the meeting. She joined Sarah in expressing how positive their ongoing Friends service continues to be. Sarah particularly noted how she's glad to be able to give back as the library has been an excellent resource for her family.

## **Library Director's Report**

Betsy began with a few personnel updates. Marilyn Muehlenberg, who lead the the circulation department for 20 years, is retiring. Two part-time vacancies have been filled by Stacey Schweizer and Debbie Thompson. A former summer reading volunteer returned this year to run the summer program as an intern. This was a huge help and the library plans to budget for this position again for next year. Emalou Sandsmark, the long-time voice of puppet-show-star Freddy the Frog has announced her retirement. Gotcha Bird will continue puppet time with another friend. A big retirement celebration for Freddy and Emalou will be planned in the future.

Regarding operations, Betsy shared that wifi hotspots will be offered as lucky day items. Hotspots can be checked out for a week at a time. There are five, newer hotspots. The cost to the library is \$10 per month per hotspot and features unlimited data. Yvonne suggested OPL Friends consider funding additional hot spot(s). Debbie wondered if we might receive a discount on a larger number of hotspots. Lynn inquired as to the primary use of hotspots (homework, work, etc.).

Explore Passes will also be added to the Lucky Day collection. We hope to offer passes from the Milwaukee Art Museum, Children's Play Gallery, Betty Brinn Children's Museum, and others. Patrons may check out passes, use them, and return them to the library. A Friend suggested the idea and offered to fund initial passes. Passes will launch immediately after they are

received. This program may expand in the future. Betsy reported that the Milwaukee Public Museum does not offer transferable passes nor does Discovery World. Passes will have a three-day check out period with no option for hold or renewal. There are some publicity restrictions. Passes are valid through September 2020 with the exception of the Play Gallery which opted to do a 90-day trial. A significant fine will apply to passes not returned on time.

The library has received a grant for early literacy kits (which include a book, activity, and manipulative). These will arrive later in 2019.

Regarding library programming, Betsy shared that the mobile library is a wonderful asset for our senior community as is the Memory Café project. In addition, a home service program is in development. Home service will deliver items to shut-in or homebound people and will begin at the end of Sept 2019

Betsy shared that the library has had a longer term capital plan but this year will begin a flexible strategic plan for the next several years. There is a staff retreat for the library on November 4th.

Circulation is up 4% from last year YTD. Circulation continues to demonstrate consistent growth over the past few years. Circulation is determined by physical items checked out and influences county funding. Library visits remain steady after growth over the past two years. Reference questions are up 4% and the adult summer reading program was a huge success.

The capital project for 2019 involves all adult furnishings being replaced. All proposals have been received and will be reviewed. It was specifically noted that the current chairs are quite low and that replacements need to accommodate a variety of physical needs. The goal is to complete this update by the end of 2019. The capital project for 2020 is to replace the sliding entrance/exit doors.

There was no old business to review.

### **2019 in Review:**

The OPL Friends joined the Wisconsin Library Association (WLA) this year. Lydia will be attending two days of the upcoming conference in the Dells. The Bridges Library System funded membership for one OPL Friend member in the WLA. OPL Friends opted to upgrade to an organizational membership. This is a one-year opportunity. The library's Board of Trustees has also joined WLA and the vice president plans to attend the conference as well.

Pat Ludwig will be spearheading the creation of a fiber arts circle program offering at the library.

### **Upcoming Activities:**

In 2020, the OPL Friends plans to explore attaining 501(c)3 status to facilitate receipt of donations, grants, etc. Other options include creation of a foundation affiliated with the library.

The Friends plans to continue to provide hospitality and publicity support for library programs. Additional volunteers for adult programming leadership or home service support may be needed.

Lydia noted that an individual has reached out to the library looking to speak to someone from the anniversary committee. Betsy will follow up.

Debbie inquired about planning for additional population growth. Discussion centered around possible satellite locations for mixed-use facilities to serve growing population centers throughout the area. Satellite book drop locations were discussed.

Debbie asked if the availability of e-books will grow in proportion to the collection. Betsy explained that OPL is part of a consortium state collection and that there is a particular publisher issue at present. Bridges also funds high-interest e-books and has discussed how to update budgeting for this resource.

The staff lounge needs updating which the Friends discussed funding. Discussion was tabled until after income from the upcoming book sale is received. Pat wondered if an individual donor might consider funding renovations to the staff lounge in exchange for naming rights.

Pat Ludwig won the drawing for a free membership.

Jacque English moved to adjourn and the motion was seconded by Lynn Miracola. The meeting was unanimously adjourned at 8:18 p.m.