

NORTH TILLAMOOK LIBRARY FRIENDS BOARD MEETING

June 12, 2023

APPROVED MINUTES

Directors Present: Betsy Chase, Stephen Brier, Bob Riecke, Craig Nern, Judith Sugg, Jenna Edginton, Jigyasa Sai

Directors Absent: Barb Gould, Michael Gould, Mark Roberts

Others Present: Don Allgeier, Jennifer Wells, Madeline Olson, Jill Thurston, Breeze Duvall

Welcome and Introductions – Betsy Chase convened the meeting at 5:15 pm and asked participants to introduce themselves.

Consent Agenda

Approval of the Minutes of the March 13, 2023 Board Meeting - motion made by Bob Riecke, seconded by Jenna Edginton; motion approved.

Tillamook County Library Report

Don Allgeier reported that next year's budget was approved and includes a Systems Librarian position. Training on the Patron Point newsletter system has begun. It will offer more functions, including online sign-up for library cards.

The Library Stage in Maxwell Park is opening June 15, though the park dedication is August 20. Invitations will be sent county wide.

The main Library put up a Pride display for June, and there was a campaign asking for removal. That request was denied and subsequently the Library received many expressions of support. Don also said some individuals checked out all teen and juvenile material from the display. He said the overriding principle is that the Library is a welcoming place for all.

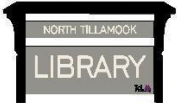
The Summer Reading program has begun. Also, there was a major push on Library cards with Nehalem Elementary School, and that may be an annual effort.

The Strategic Plan will be released in July. There will be some big themes, but also flexibility to take on unanticipated matters. The listening sessions emphasized the need for more programming and that will be a focus. New priorities will be literacy as well as better service to the Latino community.

Book Sale Report

Madeline Olson started by thanking the many volunteers. The membership component, managed by the Goulds, worked exceptionally well as did the handling of the money. Later in the meeting Jill Thurston offered similar praise about effective operations. Madeline announced that she and the core book sale team have agreed to "go one more year."

Some younger patrons of the sale mentioned that an app-based payment system would be desirable. Madeline said the Board should look at the feasibility.



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The Pine Grove arrangement was discussed, with Madeline feeling the \$860 amount is burdensome. Bob mentioned that it worked out to be 27% of sales at that venue and noted the low cost at the other locations. Alternatives were discussed, and the new storage space mentioned.

Madeline recommends that a more expansive marketing campaign be instituted for next year.

Bob reported that overall book sale proceeds - including donations, memberships, daily sales and book bag sales - were equivalent to last year.

Communications Report

Jenna reported that the new logo and branding project has begun. Initial concepts presented to the Board within several weeks. The aim is to complete the project by the end of July, and Steve asked about how we incorporate legacy tag-lines and images.

Betsy and Jenna announced the creation of a document access page on the Library Friends' website. It's primarily for Board members and would include general Board materials and documents that are frequently used; a link will be sent for initial use and feedback.

Craig mentioned the need for an archive in our Dropbox account for out of date documents.

Membership Report

Betsy noted that the most recent membership report had been sent earlier by Barb and Michael Gould. The idea of Friends having a presence at the weekly Farmers' Market was discussed. Bob and Steve mentioned previous attempts; Betsy mentioned that the Gould's idea is to sell remaining logo bags, recruit new members, and feature books sold at the daily sales.

Betsy said the Goulds want to put effort into business memberships and asked if we know how to obtain lists of local businesses. That's challenging, and knocking on doors may be the best method. Steve asked about contacting non-renewals - last year we circulated that list to the Board for them to identify and contact those personally known to them.

Nominations & Governance Report

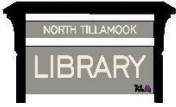
The committee decided to send out a solicitation to the membership about opportunities to participate on the Board and committees. Steve asked the Board to be aware of our needs for purposes of recruitment. Betsy mentioned material from the Emergency Volunteer Corps (EVCNB) that has some good ideas.

Jigyasa's resignation was mentioned in the context of our need for a new Treasurer next year, and she was thanked for her service.

Maintenance Report

Mark Roberts sent out his report last month, and Betsy noted that his review of current conditions and his recommendations were comprehensive. There were numerous positive comments about the quality of Mark's report. Bob said he will be working with Mark related to budgeting.

With regard to grounds maintenance, Betsy noted that we need a new lead considering Becky Berg's retirement. Breeze will promote the monthly "garden party" clean-up on Facebook.



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Treasurer's Report

The May financials were previously circulated by Bob. He noted that the book sale generated significant donations in May, and our accounts are now earning more interest due to the high rates on T-Bills.

Bob reports we are in good shape with our financial assets now totalling \$1,479,000. We will continue to benefit from the higher rates.

Bob recommended we donate \$100 to Calvary Baptist as thanks for use of their space and made a motion to that effect. Jenna seconded and the motion was approved.

Bob said Jill will be sending the June financials directly to the Board, and he will prepare his usual summary and analysis later.

Investment Report

Craig reports that year to date performance is positive 7.7% for the investment account and about 2% for the Opportunity Fund; blended performance is about 6.8%. He said we're lagging the S&P 500, and the S&P balanced fund index which is up 8%. The reason is probably the very strong performance of the top tier tech stocks.

Craig discussed the higher interest rates and the significant positive impact they have on our income. He noted that longer term rates are lower than short term rates which implies a forthcoming recession.

The subject of AI was discussed with Craig suggesting it may have a huge, mostly positive, impact on the economy and the markets. He thinks it will boost corporate productivity and profits.

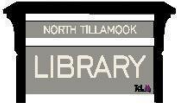
Additional Items

Betsy brought up the Opportunity Funds and the McRea bequest noting Marc Johnson's write-up about the latter. She asked for comments and Craig provided some further history relative to its intent, and also its impact on the investment plans. He said there had been a desire to explore opportunities beyond our core mission, but he had changed his mind. He said the legalities could be difficult and he's worried that significant funds may be needed in the future if the county library system experiences cut backs.

Steve said he supports the idea of using some of our resources to benefit the broader community - he thinks the legalities may be manageable and local school libraries are deserving of support. Betsy and Madeline think this subject is best addressed as part of strategic planning.

Regarding strategic planning, Betsy said she intends for us to have a planning meeting later in the year; she contacted Trish Johnson about facilitating a session and she agreed to do so.

Steve brought up the annual financial review and the completed form that was circulated. He noted that Jill and Bob do an excellent job managing our finances. There is a clarification Steve wanted to make: Item 3.4 refers to some 2021 calendar year forms filed in 2022, and the 2022 calendar year forms are yet to be filed. Steve also brought up our policy of requiring two signatures for a check of \$1000 or more; First Security's wire policy does not match that. Steve will propose amendments to address this, and the financial checklist will also need to be amended.



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Betsy asked the “owners” of the Board Scorecard items to review the draft 2022 year-end Scorecard and update their action comments as needed. She would also like to find previous completed year-end Scorecards.

An observation by Betsy was that some action items seem to cut across areas of responsibility for individuals and committees. She intends to work on clarification as well as updating items on the Scorecard.

Work on a volunteer appreciation event will begin soon, perhaps to be held after Labor Day.

There being no other items for the good of the order, Betsy adjourned the meeting at 7:13 p.m.
