



Friends of the Library Meeting Minutes

A meeting of the Prairie City Public Library Friends of the Library was held at Prairie City Public Library, 100 E Fifth St, Prairie City, IA 50228, on May 24, 2016.

Members:

Present: Kim Johnston, Stephanie Clark, Chad Alleger, Ginny Dalton, Emily Simmons

Others Present:

Library Director: Sue Ponder

Other: Jessica Kennedy, Heidi Berkenbosch, Ray Young

Proceedings:

- *Meeting called to order* at 6:00 p.m. by Library Director, Sue Ponder
- Chad Alleger moved to approve the April meeting minutes as written. Kim Johnston seconded. Minutes were approved as written.

Treasurer's report provided by Library Director, Sue Ponder:

- Balance in the Friends of the Library's account is \$8,303.51. The Friends of the Prairie City Public Library is a nonprofit organization under their fiscal agent, the Jasper Community Foundation. The Foundation holds the "umbrella" 501(c)3 for their member organizations.

Update on building addition progress provided by Library Director, Sue Ponder:

- Linda Frazier, Library Board President, presented the Board's recommendation to the PC City Council, and a nice article was written in the PC News. Ponder waiting to hear if we receive JCF grant that could potentially cover 75% of the cost of design/pre-design. Total cost would be \$9,500, with the Friends group potentially covering the remaining 25%. The architect will mock up design with options, and give Ponder estimates of pricing.
- Ray Young asked whether there was a grants repository. Ponder discussed different sites that list grants.

Brainstorm for Friends activities and fundraisers

- Discussion of possible programming and fundraising ideas:
 - Emily Simmons suggested having a booth at Prairie Days in July to have a Lucky Pop sale. The booth could have Friends brochures for Library programs, and bereavement gift brochures. Each sucker could be sold for \$1, and all kids who bought a one would win a tattoo. Kids that drew a pop with a red mark on bottom would win a prize. Need to borrow sucker stand from True Value, and decide what prizes to give out.
 - Create a tree in the Library to honor donors at different levels
 - Summer Reading theme this year is "Ready, Set, Read!" Kids can earn signs for yard "Reading Champ" etc. Need to come up with float ideas for Prairie Days parade.
 - Friends membership drive- possibly having an appreciation party or program, and people could sign up the night of the event. Mock up newsletter to include in PC News or Roberts Bros flyer. Membership fees discussed. \$5 fee could make members feel more vested in the group.

- Programming ideas for teen boys: engineering mystery bag with different groups competing to construct items in bag; trivia night for middle and high school; paper airplane contest; marble runs; hands on building; STEM kits
- Sponsoring a paper airplane throwing event at Prairie Days. Paper would be 25 cents. Kids could come to the library for a practice session. Heidi Berkenbosch offered to loan library a book on constructing.
- Sponsoring a dunk tank for mayor during Prairie Days, 2 hours

Update on Action Items from last month:

- a. Stephanie Clark received pricing from A-Team on onesies. Cost is about 50 cents for each onesie, using multiple colors. Discussed ordering 3-6 month, in somewhat gender-neutral colors. Alleger moved for Clark to place an order, not to exceed \$25. Simmons seconded. Motion passed. Ponder will order books to include in the new mom gift bags, include card from Friends group using the Heart logo Clark shared with group. Possibly include books for older siblings.
- b. Emily Simmons shared several logo designs she found from other Friends groups online. The group really liked the logo with a child sitting under a tree. Someone will need to design specific for PC Friends. Ponder will take suggestions about Library logo to next Library Board meeting.
- c. Discussion of mission/motto postponed until next meeting.
- d. Ponder shared a mock-up of Friends by-laws based off other Friends groups. Add position descriptions under officers. Discussion of voting quorum, voting by proxy, creating an excel sheet with attendance records. Ponder will edit based off input from group, and bring to next meeting to review.
- e. Blue cord program update postponed until next meeting.
- f. Review of quotes for tables. Roberts Bros. has tables in flyer for \$34.99 ea. Library would like 6 tables, for a total of \$209.94. Kim Johnston moved the Friends group purchase 6 tables for \$209.94. Alleger seconded. Motion passed.

New Business

- a. Discussion of adding Friends tab on the Library website, for information about the organization and meeting minutes, etc. Ponder will discuss with the Library Board. Current website is not really easy to edit, discussion of finding company to design/host website. Will discuss more at next meeting.

Action Items:

- Clark will get order onesies from A-Team.
- Ponder will contact Christy Lindsay about booth, dunk tank, and paper airplane contest
- All will bring float ideas
- Ponder will bring edits for by-laws
- Ponder will discuss a blue-cord program with PCM superintendent for next fall to recruit more high school students to volunteer for Library events

· Meeting adjourned at 8:00p.m.

· Minutes submitted by Stephanie Clark.