



# Friends of the Library Reorganization 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 June 23, 2016.

## **Members:**

Present: Kim Johnston, Stephanie Clark, Ginny Dalton, Emily Simmons, Cheryl Kimball, Heidi Berkenbosch, Jessica Kennedy

## **Others Present:**

Library Director: Sue Ponder

Other:

## **Proceedings:**

- *Meeting called to order* at 6:00 p.m. by Library Director, Sue Ponder
- Ginny Dalton moved to approve the May meeting minutes as written. Emily Simmons 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/process provided by Library Director, Sue Ponder:**

- Ponder will find out in the next two weeks whether the Library receives a grant for architectural services.

## **Brainstorm for Friends activities and fundraisers**

- Discussion of Prairie Days activities:

- Booth to sell lollipops for \$1 each. Each pop will have a color that corresponds to a prize (t-shirts, helicopters, key chains, balloons). Ava Telfer is in charge of vendors; submit form for booth to her. Ponder will bring table. Simmons offered to bring her pop-up canopy.
- Kim Johnston moved to approve expending \$48 for the purchase of lollipops for the event. Jessica Kennedy seconded. Motion passed.
- Set up booth at 10:30am on Saturday, July 30. Tear down at 8:00pm. Ponder will set up sign-up genius for volunteers to man the booth.
- Paper airplane throwing contest: Simmons can bring reams of colored paper to the Library. Ponder has Summer Reading program one week prior, teaching them to make paper airplanes. 3 age groups for contest: elementary-aged kids, middle school, and high school and adults together. The contest will be during the kids games on Saturday from 3-4pm. There will be 3 other games during that time, each game will be about 15 minutes long, some may overlap.

- Need to bring paper and tape to booth, announce contest 30 minutes prior. Bring an extra table for kids to make paper airplanes. They can enter only one, but can make several.
- Need two volunteers to run the contest. Discussed prizes (ribbons from dollar tree?)
- Cheryl Kimball and Ponder volunteered to form subcommittee to mock up Friends brochures to display at Prairie Days. Ponder will send the mock up to the group.
- Dalton discussed use of dunk tank, Carl VanderKamp could set up. Not enough people to man that and the booth and contest this year. Possibly postpone until next year.
- Float ideas: work day on Thursday before Prairie Days (July 28). Kennedy can reach out to super heroes from last year.

#### **Old Business**

- Friends logo: Kimball and Ponder will work on logo and brochure. Ponder will check on cost of making business cards or bookmarks with the Friends heart logo and Library hours. Include in new mom bag.
- Edits for By-laws: Discussion of edits, Ponder will update by-laws and bring to next meeting for vote.
- Discussion of Blue-cord program: postponed.
- Discussion of adding Friends page to website: postponed.

#### **New Business**

- Ponder discussed the need to expend end of year funds. Possible purchase of movies and display. Simmons moved to commit \$500 to the purchase of movies and display case. Johnston seconded. Motion passed.

#### **Action Items:**

- New mom gift bags: Kimball will send Ponder the "How to Read to Baby" article to include in bags. Clark will check with A-Team to see how much it will cost to add "Friends of the Prairie City Public Library" to sleeve of onesies.
- Ponder will set up sign-up genius for Prairie Days volunteers.
- Ponder/Kimball will work on logo
- Ponder will update By-laws for the next meeting
- Ponder will research cost of business cards/bookmarks

*· Meeting adjourned at 8:00p.m.*

*· Minutes submitted by Stephanie Clark.*