



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 April 26, 2016.

Members:

Present: Kim Johnston, Stephanie Clark

Others Present:

Library Director: Sue Ponder

Other: Claire Williams, Kathy Williams, Cheryl Kimball, Ginny Dalton, Kathy Bright, Emily Simmons

Proceedings:

- Meeting called to order at 6:00 p.m. by Library Director, Sue Ponder
- Last fall's meeting minutes were not available

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. Maintaining a strong volunteer base is key to keeping the 501(c)3 status and very important to our success.
- Donations to the Friends organization are tax deductible. Other sources of income include book sales, grant money, Lions Club circus, and breakfast fundraiser.
- The Friends organization has paid for computer carrels, murals, furniture for our reading nook, catalog computer, open sign, movie projector, popcorn popper, coffee maker, large print books, and audio books.
- Discussion of using some funds to purchase lighter tables for the Library for special events. Current tables are difficult to move/store.

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

- Discussion of progress the Library board has made towards the future of the library. A library consultant was hired to conduct a space needs analysis. The cost of this service was covered by a grant that Sue wrote. Discussion of space in other libraries; Library Board toured Adel and Bondurant libraries.
- Result: the PC Library needs a lot of additional space. Some must-haves for space include meeting room, teen/child area. The Board has met with two architects. The estimates received from the first one were very high, around \$900,000. The second architect pared the space down, but still estimates cost at \$500k. Ponder also applied for another grant that could potentially cover 75% of the cost of design/pre-design. Sue asked that the Friends group consider covering the remaining 25%. Options for sources of funding for project include bond or levy, but will be mostly through fundraising efforts.
- Next steps: we are waiting to hear if we receive the grant for the architectural services; Library Board will take recommendations to the next PC City Council meeting; apply for and receive grants/donations.

Discussion of what the Friends of the Library could/should be

- Stephanie Clark asked questions regarding the role of the Friends organization compared to the Library Board:

- Roles? Ponder stated the Library Board is the governing body over the library; and the Friends organization supplements the library's funds and volunteer efforts. Leadership roles were discussed such as president, vice president, and secretary; creation of subgroups for special projects.
- What is the purpose? Meeting participants agreed that a mission statement and goals should be developed at the next meeting.
- What rules govern the Friends org? Discussion of development of By-laws for the Friends organization. Ponder volunteered to research and bring examples of By-laws to the next meeting.

- Discussion of Library logo ideas, would like to include prairie and reading concepts. Ponder shared a logo design that had been drawn up at her request, but the board thought it had too much included in it. Cheryl Kimball offered to show her husband and have him make suggestions. Several meeting participants offered to bring back ideas for the next meeting.

Brainstorm for Friends activities and fundraisers

- Discussion of possible programming and fundraising ideas:

- New mom outreach- Discussion of gift bag and reading program. Clark volunteered to get pricing from A-Team on onesies.
- Book clubs
- Book sale- Turnout and funds raised from last book sale were low. Discussed level of effort vs return, options moving forward. Does not seem to be much interest from community.
- Need ideas to bring more attendance to events/engagement with current programs at Library.
- For children:
 - Find ways to advertise maker space
 - Need to engage middle school-aged boys more: snap circuits; Lego building; 3D printer; marble run; older kids games
 - Tie activities to 4H?

Action Items:

- Clark will get pricing from A-Team on onesies.
- Ponder will email to the group a jpeg of the logo rejected by the Board
- Several participants will bring ideas for mission/goals, motto/logo to next meeting
- Ponder will research By-laws and roles/ descriptions for the next meeting
- Ponder will discuss a blue-cord program with PCM superintendent for next fall to recruit more high school students to volunteer for Library events
- Ponder will request quotes for tables

· Meeting adjourned at 8:00p.m.

· Minutes submitted by Stephanie Clark.