

# **Lawrence Public Library Friends & Foundation Board Meeting Minutes - February 27, 2023**

**Present:** Brandon Eisman, Mary Gage, Joan Golden, Nancy Hambleton, Annamarie Hill, Jane Medina, Kassie Nieters, Craig Penzler, Stan Ring, Dan Storey, David Vance

**Staff present:** Brad Allen, Angela Hyde, Logan Isaman, Kathleen Morgan

**Guest:** Chip Blaser, Douglas County Community Foundation Executive Director

---

## **Welcome and introductions**

Brandon introduced Chip Blaser, Douglas County Community Foundation's Executive Director, who presented his annual report to the board for 2022

- DCCF funds decreased 11% in 2022. Nationally, foundations decreased 15%.
- In 2021, investments were up 13.3%, so relatively speaking we came down 11% from an all-time high.
- Investment mix is 65% equity/stock, 35-40% fixed income (bonds)
- Fee structure: 77 basis points

## **Consent Agenda**

Joan/Kassie - Approved

- January 23, 2023 meeting minutes
- January 2023 financial statements
- 4th Quarter 2022 DCCF fund statements
- December 2022 revised financial statements

## **Board of Trustees Report**

- Continued library policy review:
  - Unattended youth policy
  - Art Exhibit/Display policy
- Resubmitted NEKLS accreditation
- Budget committee was formed

## **Executive Director's report**

- Jack Altman has been hired as our new Retirement Boot Camp Sergeant. Yay!
- Despite icy weather, After Hours was a success! Details in Old Business.

## **Committee reports**

1. Finance - Joan

- See New Business

## 2. On-site book sales - Annamarie

- February's second Saturday sale made about \$2,300
- Personal shopping appointments are on hold until further notice.
- Book donation times are now available in the afternoon
- Friends Express is selling the newest, hottest books: \$1,346 in January alone!

## 3. Internet sales - Stan

- Gross sales were \$9,928

## 4. Membership and fundraising - Dan

- \$26,145 in gifts/115 gifts received in January
- Paid \$26k to the library in January. The largest portion was for Beach Author visit

## 5. Advocacy - Kassie

- See Old Business

## Old business

- Goals for 2023
  - Continue building the Advocacy committee. This may be the biggest focus of 2023.
  - Conduct review of policies and bylaws (we are three years since merging)
  - Planned Giving refresh
  - Review metrics
  - Library's upcoming strategic plan will help inform LPLFF goals.
- 2023 After Hours at the Library preliminary results
  - Raised \$73,000 for the library (net)
  - \$25k raised for Children's Picture Book Room
  - \$48k unrestricted income for library programs
  - Board provided comments on the evening:
    - Pledge cards didn't work as well as we wanted. Fund-a-need started when we pivoted online; never been done in person. We will come up with a new plan.
    - Set a real theme! Around an author if it works.
    - Craig suggests sending note/short survey to attendees. We may feel stale with it but attendees may not feel that way.
    - 35 and under worked well! Lots of younger people.
    - No interest in reviving Caddystacks. Kassie suggests setting up golf holes at a local winery as a smaller scale fundraiser
- 2023 board appointments and officers
  - Brandon, Imani, and Rachel will continue.
  - Dan will leave us in April. Need to fill his spot.
  - Nominating committee: vice-chair, chair, exiting board member

- Kathleen requests brief conversation regarding qualifications and who we'd like to see on the board
  - Linda Robinson is interested. Has been on the School Board.
  - Outgoing Trustees could be tapped. David and Ursula.
  - Board members are asked to submit names to the nominating committee for discussion at the March meeting.
- Annual meeting: move to Monday, May 1 due to conflicts on April 24th.

## **New business**

### 1. Finance Committee recommendations: cash distributions (action item)

- Joan reports
- Year-end numbers show direct public support at over \$485k! This is 277% greater than budgeted!
- There is \$152k left to distribute over and above what we'd already given to the library. Since there were no investment gains on the DCCF funds, the board voted to make distributions to the library through cash reserves. Recommended distributions are:
  - Unrestricted/Restricted Funds: \$84,600 as follows:
    - Unrestricted block grant: \$51,000
    - Beach Author Series (NEH) \$16,000
    - Coan Local History (NEH) \$1,300
    - Florence Eggert (employee bonuses) \$8,000
    - Milliken (Music/Sound+Vision Studio) \$3,000
    - Dr. Bob (Kid/teen books with new library cards) \$2,500
    - Creativity Fund (Sound+Vision Studio) \$1,300
    - Steiner (Weave A Tale storytelling workshop) \$1,500
  - Endowment: \$35,000 to DCCF
  - Music Storytellers Fund: \$10,000
  - Conference/Professional Fees supplement: \$2,000
  - LPLFF Reserve: \$20,400

Vote to accept as presented: Joan/Kassie - Approved

## **Adjournment**

5:52 PM

Respectfully submitted,  
Logan Isaman