

Lawrence Public Library Friends & Foundation Board Meeting Minutes – January 23, 2023

Present: Rachel Rademacher, Brandon Eisman, Mary Gage, Joan Golden, Nancy Hambleton, Annamarie Hill, Kassie Nieters, Craig Penzler, Stan Ring, David Vance
Staff Present: Brad Allen, Angela Hyde, Logan Isaman, Kathleen Morgan

Welcome and Intros

Consent Agenda

- Approval of last meeting's minutes
- Accept November and December 2022 financials
- Craig/Annamarie - Approved

Board of Trustees Report

Brandon and David reported that the Trustees continued their review of library policies:

- Art donations
- Art displays: Board members suggested changes to this policy, along with a legal review. Heather Kearns will bring a revised draft to the board at its February meeting.

Executive Director's Report

- Retirement Boot Camp interviews for Cathy Hamilton's position started today. There are three great candidates, and it will be a hard decision.
 - Follow up letter sent to Cap Fed Foundation, attached in packet.
 - List of regulars has grown to 650! About 3,300 attended programs in 2022.
 - Craig will send this follow up to John Dicus at Cap Fed.
- We've signed a Beach Author! Jaqueline Woodson will be here April 20. She writes books ranging from picture books to adult novels.
 - Woodson will give an all school presentation at Liberty Central Middle School the afternoon of April 20th. It will be the culmination of a month-long curriculum that focuses on *Brown Girl Dreaming*.
 - The public program happens at 7 pm at Liberty Hall that evening. We will work out VIP options.
- Kathleen has been made chair of the Kansas Book Festival. She will run the quarterly meetings and will help with the festival in September at Washburn University.

Committee reports

- Finance

- Invested \$50,000 reserves into CDs. In two weeks, it has earned more than in the last year from our basic checking account.
- There is approximately \$150,000 in extra cash that the Finance Committee will recommend an allocation plan for at the February meeting.
- On-site book sales
 - Annamarie reports an incredible year!
 - \$98,841 total (still finalizing end of December deposits)
 - 2021 online AND internet sales were each approximately \$100k. This is an amazing uptick
 - The Committee is discussing how to fine tune the donation process for items we cannot use to other orgs/people.
 - Ongoing conversation about personal shopping appointments
 - They do make money, but having shoppers in the space when we get massive donations makes it get very crowded. It is potentially hazardous.
 - Wants to create a workflow with library staff who are weeding collections so that subject specialists can get adequate forewarning.
 - Friends Express is so popular! We can't keep it stocked. Heather Kearns has helped improved the signage and it is working well.
 - Second Saturday sales resume in February
- Internet sales
 - Stan reports \$97,771 total sales! Remarkable! This is only \$571 away from all-time record. December was a record month for eBay.
 - Online and on-site sales were nearly equal (within 1% of each other for the year).
 - Remainder of music sale will create a large number of sales
 - Thank you to our amazing volunteers!!
- Membership and fundraising
 - Kathleen supports that we raised nearly \$480,000! This represents a 15% increase from 2021. In addition, book sales were up 33%. Truly amazing year.
 - November and December were big fundraising months; \$64k and \$97k respectively.
 - LPLFF received several large grants for matching gifts and special projects
 - LPLFF gave a total of \$375,000 to the library in 2022!
- Advocacy
 - Kassie reports that we have not met! Will regroup soon.
 - Still planning an April event for library advocates.

Old business

- 2023 calendar
 - The 2023 calendar is available on the Google drive and will be updated as needed. [Here is the link.](#)
- Massive Music Sale report
 - \$14,000 raised!
 - A huge THANK YOU goes to our volunteers and to Kelly at LoveGarden for his expertise.
 - Angela estimates that there is probably 50% of the donation still to sell. Some will go to LoveGarden, and remaining valuable items will be sold on Discogs.
- After Hours at the Library update
 - Sponsorship goal is \$27k, we are currently at \$19k. One of our signature sponsors has backed out and we're looking at others.
 - Commissioners have been recruited as celebrity bartenders
 - Codi Bates will be our mixologist for the signature cocktail
 - Nancy reports on the goal of 20 baskets; we have 15 committed!
 - Wants to follow up with groups who haven't yet committed
 - Two mega-baskets will be available at the party only. They'll be roving around the party on carts.
 - Mary has contacted several local restaurants. Limestone, RPG, and Fish House have been confirmed. Requests are in early and she's confident that we will get our goal of 7.
 - Musicians are lined up. With a Twist will be in the Atrium and Harry Miller will have a jazz trio in the auditorium.
 - Logan will send board members a note to volunteer at the party
 - Looking for seed money for the fund-a-need! If anyone who loves supporting kids comes to mind, let us know.

New business

- Library Director's report on LPLFF 2022 block grant expenditures:
 - Spent \$120k in 2021! Largest difference on that was \$40k for Dottie.
 - Gave \$15k to get the Dolly Parton Imagination Library off the ground
 - Spent \$10k updating our catalog to UniCode which allows for characters in languages other than English. It is important for improving the accessibility of the library's catalog.
 - Performed an equity audit on the collection
 - Staff Day expenses
 - Four employees used the continuing education grant for library school

- Staff commercial coffee maker and coffee supply
- Additional \$365,000 sent to the library paid for Booktoberfest, Dr. Bob book giveaways, staff birthday coffee gift cards, Kanopy subscription (5% of the collections budget!), Sing and Rhyme storytime, Summer Reading, Read Across Lawrence, Joy Harjo program, Retirement Boot Camp, Colson Whitehead, Weave a Tale workshop, and digital collections like eBooks.
- Goals for 2023
 - Logan reports that our 2022 goal to increase monthly recurring givers by 50% has been achieved! We currently have 73 active recurring givers
 - Joan/Rachel expressed interested in learning the age range of our donors
 - First time donors are slightly lower than '21, but retained donors are up in '22, so that is positive.
- Annual Meeting post-pandemic will look like the before times
 - Will bring back this in-person meeting with a formal presentation
 - Announce Mary Dalton Murphy award winners
 - Kickoff for Advocacy Committee?
- Chip Blaser will be at the February 27th board meeting to give his annual report on LPLFF's DCCF funds.

Adjournment

5:40 pm

Respectfully submitted,
Logan Isaman