

# Lawrence Public Library Friends & Foundation Board Meeting Minutes – Monday, October 23, 2023, 5:30 pm

**Present:** Brandon Eisman, Mary Gage, Joan Golden, Nancy Hambleton, Kelly Hart, Annamarie Hill, Kassie Nieters, Craig Penzler, Rachel Rademacher, Stan Ring

**Staff Present:** Angela Hyde, Logan Isaman, Kathleen Morgan

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## Welcome and Intros

Kassie called the meeting to order at 5:35 PM

## Consent agenda

August 2023 meeting minutes

August and September 2023 financial statements

Craig/Stan - Approved

## Board of Trustees Report

- Kelly reports
- Voted to lease the Library Plaza from the city
- Approved holidays for 2024
- Brad's annual review is coming up in December
- Thank you to Kathleen for running things in Brad's absence

## Executive Director's report

- Kathleen reports
- Received \$8,000 grant from DCCF for auditorium projector and screen upgrade
- Library Landscapes was launched and we have so far broken even; haven't started the holiday gift giving push
- New Chapter Society letters are being signed as we speak and will be sent this week
- Annual mailer has been sent to Billy Pilgrim to design and will hit the mail mid-November
  - Online fundraising campaign to follow
  - This year we will put a matching bookmark in all of library holds to encourage our super library users to give
- Giving for Good focus this year is our retirement programs; several donors have pledged to support the project, so we're very close to our \$5,000 goal
- Leni Salkind sent \$10,000 gift for digital collection
- Kathleen is out Wed-Fri this week to attend the Urban Libraries Council annual forum in Seattle. The library recently joined ULC and is excited about the resources it offers

## Committee reports

### 1. Finance

- Joan reports
- Draft 990 was presented to the board

- Kassie has noted a few clarifying questions that Kathleen will follow up with
- Board approved the draft 990 pending the Finance Committee's receiving sufficient answers to Kassie's questions.
  - Craig/Mary- approved
- Financial support to the library has been strong; Finance Committee meets Friday, November 10 to review the draft 2024 budget and projected endowment fund distributions (which will happen in February 2024)

## 2. On-site book sales

- Annamarie and Angela are too tired to talk after the Fall Book Sale
- We had loads of people show up for Donor's Night
- \$19,242 was raised!
- Friends Express continues to be very successful; Banned Books sold out!
- Craig noted how impressed he was with how well the team set up and tore down the book sale. Amazing!

## 3. Internet sales

- Stan reports
- Could use more volunteers to help with internet sales
- "We're doing good and staying out of trouble"

## 4. Membership and fundraising

- Nancy reports
- September is our historically lowest fundraising month
- Our largest gift was from retiring librarian Linda Clay for a new installation of hanging birds in picture book room
- Annual mailing coming in November
- After Hours planning committee has decided to celebrate the library's 10 year anniversary with "Explore your Library" theme. (and Craig is asked for a World Cup connection for a basket item!)

## 5. Advocacy

- Working with NEKLS to organize meeting with elected officials
  - There are rumors that Kansas legislation may be coming regarding banned/challenged books; NEKLS fears that their funding will be threatened
  - Scheduled for Friday, November 17th, 8:30am.
- Board encouraged to share positive library comments on community "scanner" pages.

## Old business

- Joan and Kathleen report
- LPLFF Finance policies and procedures were reviewed by the Finance Committee at its November 10th meeting. Committee members did not recommend any changes.
  - Motion to accept Committee recommendation
  - Stan/Joan - Approved

**New business**

- Executive Director evaluation coming next month
  - Brandon will send information to the board to solicit input
  - Executive Session required at November meeting to discuss this
- Finance Committee will bring 2024 budget to November meeting
- DCCF 3rd quarter statements will be in to estimate endowment distributions

**Adjournment 6:11 PM**

The next regular Board meeting will be held Monday, November 27, at 5:30 PM

Respectfully submitted,  
Logan Isaman