

## South Milwaukee Friends of the Library Meeting 9/14/23

### Attendees:

Tristan Boswell - Director  
Erin DeMont - Secretary  
Sue Hebner - President  
Cheryl Spychalla – Treasurer

Sandy Moen – Vice President  
Ann Laabs  
Patty Robinson  
Maria Fischbach

*Called to Order: 6:03pm*

- Approval of Agenda – Cheryl moved, Maria seconded, all aye - passed
- Communications from public members – Michelle Perlongo asked us to share that she is donating snacks to the library food sales and passing out Cousins flyers in the community
- Action Items
  - Financial Statements / Treasurer’s Report
    - Emailed to group by Cheryl, will attach to minutes
    - Cheryl will keep a running tally of the Bucyrus-Erie grant disbursements in the treasurer’s report going forward
    - We plan to apply for another Bucyrus-Erie grant next year
    - Approved: Erin moved, Sue seconded, all aye – passed
  - Civic Grant purchases
    - Covered in Treasurer’s Report
    - If ever you’d like to see the items this grant is purchasing, ask Tristan and she will show you (goes for all Friends)
  - Fall Book Sale vendors
    - Sarah Brooks sells for a fair trade jewelry company and wondered about selling at the library; that’s not allowed, but would we consider allowing outside vendors at our book sale?
      - Tristan is trying to clean out the basement in advance of the next book sale, maybe as many as 6 additional tables after that’s done
      - Could make the book sale more of an “event”
      - Could charge for a table and then vendors keep the rest (or charge a percentage of profits); everyone involved promotes to their own audience, so you possibly have more of a reach and more of a customer base
      - Would we need any sort of liability release form?
      - Let’s look at the space and discuss further at next meeting – possibly allow and begin offering at spring sale
      - Would we need a subcommittee to lead?
        - Would probably be a good idea, maybe wait to form until we’ve gathered more volunteers

- Could limit to local (South Milwaukee) businesses
  - Black History month event funding request
    - Jim Feeney is requesting fundraising for black history month (had Atwood BBQ sponsor last year, they will not be sponsoring this year)
      - \$300 for musicians and advertising
    - Tentative date of February 10
    - Cheryl moves, Sandy seconds, all aye – passed
    - Tristan to check on how Mr. Feeney would need payment
    - Ask Mr. Feeney if we want to include Atwood in the celebration in another way (food donation, truck outside, coupon, flyer, etc); possibly a themed bake sale?
  - 3 book sale signs & general library sign, banner with stand have been purchased/made by Sue
    - Bill of \$122.67
    - Erin moved to reimburse for these expenses, Sandy seconds, all aye – passed
  - Add \$320 from Bucyrus event to programming budget
    - Bucyrus raised funds at a story time held at their facility, specified that it should go to children’s programming
    - Sue moves to add \$320 proceeds to \$4000 programming funds in 2024, Sandy seconds, all aye – passed
- Informational Items
  - Library Board members will try to follow Robert’s Rules of Order going forward at meetings
    - Need 5 board members, so asked Nancy Senn to join board (she has)
    - Have been doing some expense approvals by email for efficiency
    - Annual report and budget are not applicable to this organization (our current budget is to pay the library \$4000 each year and raise as much as possible each year to cover that indefinitely and possibly increase the amount of that pledge as possible)
  - Tristan will check with Health Department about legality of bake sales at our events since they have stated people cannot bring homemade items to other events
  - Membership update
    - No new members recently
  - Potawatomi Heart of Canal Street grant is open – due November 16<sup>th</sup>
    - Friends will apply – Sandy moved, Erin seconded, all aye – passed
    - Specific to children and direct services thereto
    - Re-use application information for a Green Bay Packer grant, as well
    - Tech for kids might be a great area to apply for, STEAM-based learning focus
  - Book Nook
    - Shelving has been changed out and the Book Nook has been revitalized
  - Upcoming events
    - One more craft project at downtown market on Thursday, September 28
      - Volunteers needed!
- Library Update from Tristan
  - Library Bowling Fundraiser on October 22 at Classic Lanes

- \$2000 raised, enough to pay for the event itself so far
  - Raffle license obtained through Friends and raffle baskets will be being built on October 4<sup>th</sup> at 4PM at the library – come help if you can
  - Cheryl might have raffle tickets we can use
  - Goal was to establish a fundraising model for going forward, doing well at that goal
  - Tristan will send a volunteer sign up list to the Friends, please sign up to help if you can!
- Coin fundraiser
  - Bucyrus foundation is willing to help us get one, it's relatively small
  - Tabling this issue, possibly interested, will discuss in depth at a later meeting
- “Join the Friends”
  - Flyers made up to do a membership drive, specifically offering the board positions as options
  - Waive membership fee for officers?
    - Approved for all members
  - Could promote on social media when we decide what we want to say/offer
  - Look at flyer, give feedback in the next week
  - Tristan will send to Friends email list once approved
  - Ask for all members to attend next meeting – possibly provide snacks
- New Business
  - Should we have a hierarchy of leadership? Secretary becomes Treasurer becomes Vice President, etc
    - Discussion, no decision
  - Should we rewrite the bylaws?
    - Possibly; will review at a later meeting
    - Ask Bill Fenger (new Board Trustee) to review and consult

*Adjourned: 7:20PM*

**Next meeting date:** Thursday, October 12, 6PM at the library – please plan to attend!