

Friends of the Brandon Twp. Public Library  
Membership Meeting Minutes  
October 20, 2020

Call to order 6pm by President, Tom Roberts.

1. Roll call: Tom Roberts President; Margaret Crocker, Treasurer; Tina Allgaier, Secretary; Jan Rathburg, Library Board member; Alan Allgaier Internet Sales Group (ISG); Jenny Roberts Hospitality & Events Coordinator; Bridgett Hughes, Fundraising Coordinator; Michael Stohrer, Library liaison; Gina Bryers, member; Heather Gantz, member; Karen Harrison, member; Patty Salter, Library Board of Directors; Rebecca Higerson, Library Director.
2. Welcome.
3. Motion to approve October 20, 2020 meeting agenda. Carried.
4. Motion to approve September 22, 2020 meeting minutes. Carried.
5. Treasurer's Report:
  - a. Review Check Register – Margaret.
    - i. Ending Balance = \$11,512.28
    - ii. Petty Cash = \$285.79
  - b. Review sales of Books, Merchandise and Fundraising from February 19 to March 16. Also any October sales.
    - i. Bookstore sales = Not Available.
    - ii. Internet Sales Group (ISG) = Not Available.
  - c. Motion to reimburse Bridgett Hughes \$40 for attending the FOML spring workshop. Carried.
  - d. Motion to grant Tom up to \$150 from petty cash for the Library program "Make and Take". Carried.
6. Unfinished Business:
  - a. Library's FOL 2021 contribution will be \$4,500.
  - b. Proposal to the Library Board regarding a staff liaison to work with the Board liaison. Tabled until further notice.
  - c. Spoke with Rebecca concerning using the same auditor as Library for FOL audit. Not advisable. (See February Minutes)
  - d. Due to Covid exposure, the Library closed September 25-28. The opening of the Bookstore is tabled until further notice. (see Sept meeting for discussion)
  - e. Rebecca and Tom came to a compromise regarding the Bookstore future sales:
    - i. Sales will be allowed in the Library lobby with shelves being restocked by library employees.
    - ii. Library employees will collect the sales cost until a drop box is purchased.
    - iii. Volunteers will not be allowed in the Bookstore, but employees will gather Books to be sold online by ISG.
    - iv. No book donations will be accepted.
7. New Business:
  - a. Motion to approve purchase of drop box for Bookstore. 2<sup>nd</sup>. Carried.
  - b. Motion to dispose of FOL signage stored in Library shed. 2<sup>nd</sup>. Carried.
8. Items for next Agenda.
9. Motion to adjourn. 2<sup>nd</sup>. Carried.