

Friends of the Brandon Twp. Public Library  
Membership Meeting Minutes  
November 17, 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); Bridgett Hughes, Fundraising Coordinator; Michael Stohrer, Library liaison.
2. Welcome.
3. Motion to approve November 17, 2020 meeting agenda with addition of item 6.5. Carried.
4. Motion to approve October 20, 2020 meeting minutes. 2<sup>nd</sup>. Carried.
5. Financial Report:
  - 5.1 Review Check Register – Margaret.
    - a. Ending Balance = 11,669.85
    - b. Petty Cash = \$265.79
  - 5.2 Review recent sales of Books, Merchandise and Fundraising from March 16 thru October 31.
    - a. Internet Sales Group (ISG) = \$336.57.

6 Unfinished Business:

- 6.1 Drop Box has been purchased and will be installed in the Bookstore in the future.
- 6.2 Bookstore will remain closed until further notice.
- 6.3 No donations will be taken until further notice.
- 6.4 Motion made to allow disposal of FOL outdated signage. 2<sup>nd</sup>. Carried.
  - a. Motion made to purchase new signage not to exceed \$500. 2<sup>nd</sup>. Carried.
- 6.5 Bridgett and Rebecca attended the webinar “Covid-era Fundraising:
  - a. ‘The future of FOLs will rely on the Millennial Generation for membership and fundraisers’.
  - b. How can we attract these potential members?
    - a. Advertise in local newspaper ‘Citizen’.
    - b. Compose a flyer to be included with delivery of the ‘Citizen’.
    - c. Publish request for members in the On-line sights.
    - d. Purchase of new signage should include a reference to accepting new members.
  - c. What type of fundraisers can we have in this Covid environment where large congregations of people are restricted?
    - i. Request a fee/donation to become a member.
    - ii. Theme sales.
    - iii. Silent Auctions on-line.
    - iv. Create an on-line newsletter.
    - v. Two additional sites for the ISG are Thrift Books.com and Better World Books.com.

7 New Business:

- 7.1 Library Liaison, Michael, requested funds up to \$600 to purchase audio/video equipment that can be used for On-line programs, guest speakers, etc.
  - a. Motion made for purchase. 2<sup>nd</sup>. Carried.
- 7.2 Per Library Director, Rebecca Higgerson, the Library will be open only for Curbside delivery.

- a. Discussion occurred regarding Bookstore sales at the 'Curb'. The requirements needed for money to change hands either with the Library staff or in the new Drop-box would be too complicated at this time.
- 7.3 Access to checks and petty cash during times of Library Curbside Only business will be delegated to the Treasurer, Margaret, to keep in her home until FOL has access to the FOL safe located at the Library.
- 7.4 Rebecca's ideas to consider from the webinar 'Covid-era fundraising' are included in item 6.5 above.

8 Items for next Agenda.

9 Motion to adjourn. 2<sup>nd</sup>. Carried.