

Friends of the Mohave County Library – Kingman
Minutes for Tuesday October 17, 2018
11am, Kingman Library Program Room

The meeting was called to order by President Yvonne Decker at 11:02 am. Those in attendance were, Carol Stevenson, Margaret Daw, Yvonne Decker, Marina McCoy, Bev Clouse, Diana Stithem, Gloria Dunkel, Alan Stevenson Zeke Jarcik, and Mary Griffis.

1. President: Yvonne Decker

- Annual meeting
 - The annual meeting is the Tuesday before Thanksgiving, after discussion we will move it to Nov 13, 2018, 30, in the program room.
 - Bev checked on the availability of the program for the 13th and it is available.
 - Mary suggested that we order lunch for the meeting.
 - Mary has the templates for the ballot, agenda, and notification for the annual meeting and she will take care of those and notifying the members.
 - Yvonne stated that we will need the budget for 2019 for the annual meeting.
- Library Expansion update
 - Yvonne stated that she, Gloria & Mary took a trip to Lake Havasu to look at their Book Nook. The person who showed us the FOL areas. The sorting on the shelves. The shelves are shorter than ours, the children's area is a small bin on a shelf. See attached for pictures.
 - Yvonne made a list of assumptions for a starting point. It included such things as the lag time from commitment to delivery. Annex will be available during construction, sheds remain in place. See attached for complete list.
 - The library needs to know how much money we are willing to give them for the remodel. The board will have a special meeting to discuss the amount. Yvonne asked what the deadline is for the amount that we will donate.

2. Secretary: Mary Griffis

- Minutes for September 16, 2018
 - On motion made by Carol Stevenson and seconded by Margaret Daw the minutes were approved published as corrected.

3. Treasurer: Alan Stevenson
 - Financial Reports
 - Alan presented our account balances, Profit & Loss Budget vs. Actual, & the Profit & Loss.
 - He stated that he had all of the filing up to date.
 - On motion made by Mary Griffis & seconded by Margaret Daw the Financial Reports were approved for audit.
 - Alan stated that he would send out an email with the maturity dates on our CD's.
 - Approval for payment of bills
 - There was one bill for Jimmy Woods for outside labor. It is for \$8 per hour and 13 hours for \$104.00. On motion made by Mary Griffis and seconded by ???? We will pay this bill.
4. Librarian: Bev Clouse
 - Bev stated that she has not purchased any more books with Friends money.
 - She did order the books with the money that was donated in memoriam for Dave Cunningham.
 - Shannon is doing a class on painting for Halloween on Oct 30, and her programs will now be on Tues nights.
 - Bev stated that our book sales definitely increase the traffic in the library.
5. Committee Reports (if chair present)
 - Membership: Margaret Daw
 - We have 5 new members. She requested that Alan send updated membership to her and Mary.
 - Publicity: Gloria Dunkel
 - All of the advance publicity is out.
 - Yvonne reminded us that we need our new book marks for the annual meeting.
 - Book Sale: Decker
 - She has the new dates for the 2019 book sales and will sit down with Chris to get them scheduled. Bev suggested that if the meeting dates are not in the book, go ahead and schedule them.
 - Yvonne has redone the book nook. She has the pricing on the shelves, hardbacks are priced \$2 down to \$0.50 and paperbacks from \$1, down to \$0.25. Carol had agreed to do the book nook as we have lost our book nook person.
 - Thrift Books: Yvonne Decker
 - Yvonne stated that she had talked to Better World Books, the price from Thrift Books. Goodwill sells books at about twice what we sell them for.

- Yvonne stated that she owes us a report on Thrift Books.
- Newsletter: Diana Stithem
 - Diana that needs her information for the next newsletter by
 - Diana asked if we wanted to include the memorial donations in the newsletter. Bev will get her the information.

6. Other

- Zeke stated that he had had lunch with Tim Woods, Fairgrounds Manager and he is willing to rent us a large room at the Fairgrounds for 5 days for a blow out book sale. That would give us 2 days to set up, Thurs night, Friday & Saturday to sell & Sun & Mon to clean up. We will pursue the possibility. We will discuss this at the Jan meeting.

The meeting was adjourned at 12:48 pm

Respectfully submitted



Mary Griffis
Secretary

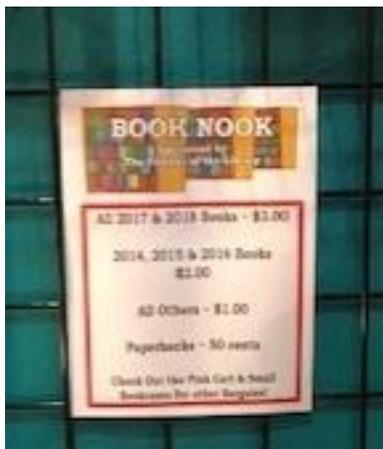
Trip to Lake Havasu Library

On Oct. 4th, Gloria, Mary and I took a road trip to Lake Havasu Library to see how the Friends operate there. They were very gracious in showing us everything.

Boxes of books come into the loading dock. If there isn't room in the sorting area, then they remain in the loading area. We didn't visit the loading area.

Just like us, the library reviews the books to determine if there are items they can use. After that it goes into the sorting area.

The sorting area is about a half width of the building from the loading area. This area serves as both storage and sorting. It is a three sided alcove lined with shelves for storage on three sides. There is a table that is edged by the open area for sorting.



Library Remodel Assumptions

Library Remodel Assumptions

1. There is a lag from the time we must commit funds until they are delivered.
2. We will have a 6 month notice for the delivery of the funds.
3. We will not be involved in the use of the funds we deliver.
 - a. Library response - correct, the money given would be used as the library decides.
4. The annex will be available to us during the remodel
 - a. Library response - yes and no. If the annex remains, very hopeful, it would be accessible unless it was in an active construction zone.
5. The two sheds will remain though they may be moved. The cost for moving the sheds is in the county budget
 - a. Library response - if the sheds needed to relocate it would not be paid for by the Library. This as with many other items is too soon to say if they'll need to be relocated.
6. The sorting area and book area is provided to us with just the walls and floors. We will be responsible for obtaining the items we need.
 - a. Library response - correct, the furnishing of the space (i.e. shelving) would fall to the FOL. There's the potential some of the library's current shelving would be available for the space if not it's not needed in the new design.
7. If something needs to be installed, the county will be responsible.
 - a. Library response - probably, the Library would be responsible if something happened (i.e. wall shelving came loose) so they would want to be sure it was installed correctly.
8. We will be able to use the program room for sales during the remodel.
 - a. Library response - not sure there would be a need for it; if the current library's open the Nook would be accessible. If the new library is open the new FOL space would be accessible. The FOL will still be using the new program room for book sales.
9. We will be able to use the shelving units in the Annex and shed
 - a. Can't see any reason why you wouldn't. If the FOL still have the annex there shouldn't be any changes.





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