

BOARD MEETING AGENDA

Mission Statement: *"To support, promote and augment the operations of the Olympia Library"*

1. Call to Order
2. Decision on Election of Carleigh Hill to the FOL Board
3. Minutes of the June 2010 Meeting – Elaine Nelson (pages 2-3)
4. Treasurer's Report - Beth Dubey (end of packet)
5. Library Manager's Report – Cheryl Heywood (pages 4-6)
6. Sales Committee Report – Kay Tortorice
7. Annual Meeting Reports – Kay Tortorice
8. Volunteers Report – Lila Sjodin
9. Communications Report – Emmett O'Connell
10. Book Sale Report – Irene Osborn
11. Art Show and Sale Report – Irene Osborn
12. New and Old Business Discussion - Mary Belz (page 7)
13. Outreach Report - Mary Applen
14. Membership Report – Gayle Newsom
15. Adjourn

1:00 p.m.

NOTES:

August 17, 2010 Board Meeting at the Olympia Library, noon to 1 p.m.

June 2010 Board Minutes

Minutes taken June 15, 2010 by Elaine Nelson, Secretary

Guests: Carleigh Hill, Peg Engwald, Monica Brincker

Present: Patti Paul, Cheryl Heywood, Beth Dubey, Mary Applen, Kay Tortorice, Lila Sjodin, Ross Lasater, Emmett O'Connell, Gene Little, Mary Belz, Irene Osborn, Georgia Munger (emeritus), Elaine Nelson

Called to order 12:05

May minutes (Elaine Nelson): clarified approval of funding; moved, seconded, approved.

Treasurer's report (Beth Dubey): Earned \$4138.76 from last book sale! Also deposited about \$400 in memberships, including author event and book sale. Our certificate is earning 1.3% interest. She has created a backup of financial information on a flash drive. Anyone selling memberships should read the procedure; the most important point is to indicate amount paid. Earned \$173 from Fireside Books from sales at Nikki McClure event in April.

Library manager's report (Cheryl Heywood): discussion of service story. She was on radio the previous Friday with Dick Pust & Jennifer from the South Sound Reading Foundation talking about the Imagination Celebration this Saturday. She made sure to mention Friends funding of the event and the book sale coming up. One new item since report: Passport to Timberland program starts today, through end of September; visit each library & get a stamp. The Olympia stamp with otters was paid for by the Friends. Kristi in Youth Services will be going to Shelton library. Discussion of requests. Round up to \$900. Moved, second, approved.

Sales committee (Kay Tortorice): the Jamie Ford event had 100+ people in attendance, sold lots of memberships. Carleigh Hill (guest) came because of that event & Kay's introduction; she introduced herself to the group. Discussion of fundraising with businesses and how the TRL Foundation and the Friends coordinate in fundraising. Signups are needed for selling memberships at events.

Annual meeting (Kay Tortorice): changing plans to make more appealing to a larger number of people. Date is set for September 23. More details will be available in a month or two. If we have everything ready 6-10 weeks out, TRL can produce some promotional materials. Discussion of acknowledging Winnie Olsen: she will not be able to attend, but we will still honor her.

Volunteers (Lila Sjodin): Jennifer Elden will no longer be organizing book sale volunteers. Lila may be willing to take it on, but won't be available for the next sale. She will work with Irene to figure out what to do next. We also need a volunteer to call new members also, now that Eve Johnson is no longer volunteering.

Communications committee (Emmett O'Connell): next meeting June 25th. The draft of the newsletter will be done by then.

Book sale (Irene Osborn): very active sale. Unfortunately, someone stole a valuable early 19th century book. Discussion of managing intimidating and disruptive behavior, including banning people with scanners.

Art sale (Irene): location set for the North Olympia (Boston Harbor) fire station, free to us, including tables & chairs. Spread the word to artists who may want to participate.

Outreach (Mary Appen): she needs referrals for assisting the home-bound with library services. Irene suggested having a flier on our book shelves.

Committees (Mary Belz): please review the list and think about for the next meeting.

Talking points (Mary B): she has written up some items that you can use when talking about the library.

Executive director search: Emmett explained the process but can't say anything more. A decision may be made at June 23 meeting in Chehalis.

Adjourned 1:03

Library Manager's Report
Friends' Meeting
Olympia Timberland Library

July 20, 2010

Service Story:

We had a fantastic time at our Teen Summer Kick-off this past Friday night. 75 teens and young adults shook the shack as three local bands; Outdoor Voices, Margy Pepper, and Kick in the Pants, got us revved up for summer. Thanks to everyone who helped out with this event: Bruce and Garrett for being sound guys and doing security, Mary for her mad MC skillz, Greg (the intern) for back door security, Greg C. and Jared M. for walking me through equipment, Cleo for stepping up to the stage with a trivia activity, Kelsey for hooking me up, JD for being available to help, the Friends for obvious reasons, and of course Stephanie (on the staff) for being a rock star!

What a great and stellar team,
Kristi

Olympia Timberland Library News:

1. Imagination Celebration on June 19 – over 400 children signed up for summer reading in 3 hours and around 3,000 people attended the event.
2. This month's adult book display theme is "NPR Recommends.," and the display case features an overview of the library's zine collection in honor of International Zine Month.
3. Kristi has accepted the Youth Services Supervisor-Librarian position at the Shelton Timberland Library, she begins July 15.
4. Special programs: **20-Somethings Abroad:**
Ryan Lawrence will talk about his experience teaching in Senegal, Monday, August 23 at 8:15 p.m. On Wednesday, August 25 at 7:15 p.m., Sarah Heywood will talk about studying at the Ilkhom Theatre in Tashkent, Uzbekistan. Thursday, August 26 at 7:15, Kevin Lynn will talk about traveling, learning and volunteering in South America. These programs will be held after hours; the library will be open only for these events.

Timberland Regional Library – News:

1. Starting July 7, the public can pay library fines and fees by VISA or MasterCard credit/debit card.
2. Timberland Reads Together is scheduled for the month of October; see below for a request.
3. TRL Board Selects Interim Executive Director for two-year term:
The Timberland Regional Library (TRL) Board of Trustees voted unanimously at the special Board meeting on July 8, in Tumwater to begin negotiations with Michael Crose to continue as Interim Executive Director for a two-year period starting immediately. Mr. Crose has served in the position since October, 2009.

Financial Requests:

- I. **Timberland Reads Together – a dramatic reading of Poe** **\$250**
Teen and Adult program
 "Oregon Storyteller, Christopher Leebrick, has dazzled audiences with his remarkable storytelling ability since he was just thirteen years old. Children and adults throughout the United States enjoy his extensive repertoire of world folk tales, legends, whoppers, and original stories. From the hills of Appalachia to the cowboy country of the Oregon high desert, from Edgar Allan Poe to Dr. Seuss, from native America to Africa, Christopher offers a cornucopia of the world's most entertaining tales. Chris performs at school assemblies, library summer reading programs, festival concerts, college and university shows, church events, and perhaps the most fun of all--stories around the campfire! He also offers storytelling performances at birthdays as well as private and corporate parties. Click here to read more [About Chris.](#)"
<http://www.allgoodstories.com/>

2. **Documentary Filmmaker Lucy Ostrander – adult program** **\$350**
 She'll show and discuss:

 Fumiko Hayashida: The Woman Behind the Symbol (15 minutes)
<http://www.stourwater.com/fumi.html>

 East of Occidental: The History of Seattle's Chinatown (29 minutes)
<http://distribution.asianamericanmedia.org/browse/film/?i=64>

 My Friends Behind Barbed Wire (9 minutes)
http://www.bijac.org/index.php?p=EducationFilm_FriendsBehindWire

3. **Second Annual SciFiFest** (Teen and adult) **\$500**
 The funds break down as follows:

 - **\$150** for SciFi author **Ted Chiang**- author of "Stories of Your Life and Others" and "The Merchant at the Alchemist's Gate," winner of several Hugo and Nebula SciFi awards for his short stories and novelettes.

 Interview with Ted Chiang: <http://www.sfsite.com/09b/tc136.htm>
 - **\$200** for SciFi author **Nancy Kress**- author of over 25 hard SciFi novels and short story collections, winner of over 6 Hugo and Nebula SciFi awards.

 Nancy Kress's blog: <http://nancykress.blogspot.com/>
 - **\$150** for local band **Mutoid Men**, have been described as "wild scientific rock with moog keyboards. Like AC/DC on acid."

 Mutoid Men: <http://www.rumbletowne.com/rtr/rtr-releases/RTR-008>

SciFiFest is an opportunity for us to highlight a frequently overlooked genre with an extremely dedicated readership. A 2006 study from Bowker found that romance, mystery and detective, science fiction, and Westerns account for half of all adult fiction published in the United States.

TOTAL = \$1,100

Thanks for your consideration.

Respectfully submitted,
Cheryl Heywood

NEW and OLD BUSINESS for DISCUSSION

July 20, 2010

- Cheryl Heywood – Five topics
- Jean Finely – One request
- Need for a Vice President and a back-up for Beth Dubey
- FOL Display in the Library
- Search for new Regional Director – Emmett O’Connell
- Vote to make retired Board Members “Members for Life” of the Friends
- Board Committees and who is on each one
- Volunteers for Membership Sales at Library events

BALANCE SHEET 04-09 - As of 6/8/2010:6

(Includes unrealized gains)

As of 6/8/2010

6/8/2010

Page 1

Account	3/31/2010 Balance	4/30/2010 Balance	5/31/2010 Balance	6/8/2010 Balance
ASSETS				
Cash and Bank Accounts				
CD #3	15,247.67	15,247.67	15,247.67	15,247.67
OFS Checking	7,614.94	7,683.89	5,831.46	5,778.02
TOTAL Cash and Bank Accounts	22,862.61	22,931.56	21,079.13	21,025.69
TOTAL ASSETS	22,862.61	22,931.56	21,079.13	21,025.69
LIABILITIES & EQUITY				
LIABILITIES	0.00	0.00	0.00	0.00
EQUITY	22,862.61	22,931.56	21,079.13	21,025.69
TOTAL LIABILITIES & EQUITY	22,862.61	22,931.56	21,079.13	21,025.69

REGISTER REPORT 04-09:4

4/15/2010 through 6/8/2010

6/8/2010

Page 1

Date	Num	Description	Memo	Tag	Amount
Untagged Transactions					0.00
4/29/2010	1332	VOID			0.00
Adult					-1,927.31
4/20/2010	EFT	S Storman's Inc.	Page Turners	Adult	-22.64
4/20/2010	1328	Jack Nisbet		Adult	-463.00
4/20/2010	1329	Novella Carpenter		Adult	-250.00
5/20/2010	1337	Bittersweet Productions	Jamie Ford	Adult	-400.00
5/21/2010	EFT	S Haggen Inc	Page Turners	Adult	-17.56
5/27/2010	1339	Fertile Ground	Author Accommodations	Adult	-100.00
5/27/2010	1340	Clarissa Callesen		Adult	-100.00
5/27/2010	1341	Peter Rock		Adult	-300.00
5/27/2010	1342	Bittersweet Productions	Jamie Ford	Adult	-250.00
6/8/2010	EFT	S Haggen Inc	Page Turners	Adult	-24.11
Community					-81.98
5/20/2010	1338	Olympia Comics Festival	Booth registration	Community	-25.00
5/21/2010	EFT	S Haggen Inc	TRL Board Meeting	Community	-19.02
5/21/2010	EFT	S Safeway	TRL Board meeting	Community	-37.96
Donations					173.00
5/25/2010	DEP	S Deposit	Fireside/McClure event	Donations	173.00
Interest					3.45
4/30/2010		Interest Earned		Interest	1.84
5/30/2010		Interest Earned		Interest	1.61
Membership					230.00
4/21/2010	DEP	Deposit		Membership	80.00
4/30/2010	DEP	Deposit		Membership	35.00
5/24/2010	DEP	Deposit		Membership	70.00
5/25/2010	DEP	S Deposit		Membership	10.00
6/2/2010	DEP	Deposit		Membership	35.00
Misc					16.00
5/24/2010	DEP	S Deposit	Cartridge World	Misc	16.00
P&P					-305.07
4/20/2010	EFT	Postmaster	Bulk Mail Deposit	P&P	-100.00
6/8/2010	EFT	Olympia Copy & Printing	Newsletter, Bd mtg anncmt	P&P	-205.07
Rent					-522.00
4/23/2010	EFT	Quality Self Storage	May	Rent	-250.00
5/27/2010	EFT	Quality Self Storage	June	Rent	-272.00
Sales					75.00
4/30/2010	DEP	Deposit	Amazon	Sales	75.00
Shelves					1,378.50
4/16/2010	DEP	Deposit		Shelves	198.00
4/26/2010	DEP	Deposit		Shelves	163.00
4/30/2010	DEP	Deposit		Shelves	152.00
5/7/2010	DEP	Deposit		Shelves	167.00
5/14/2010	DEP	Deposit		Shelves	154.00
5/24/2010	DEP	S Deposit		Shelves	144.50
5/25/2010	DEP	S Deposit		Shelves	19.00
6/1/2010	DEP	Deposit		Shelves	191.00
6/4/2010	DEP	Deposit		Shelves	190.00
Staff					-222.32
4/20/2010	EFT	Safeway	Aide meeting	Staff	-11.67
4/20/2010	EFT	S Storman's Inc.	Circ Mtg	Staff	-25.88

REGISTER REPORT 04-09:4

4/15/2010 through 6/8/2010

6/8/2010

Page 2

Date	Num	Description	Memo	Tag	Amount
5/21/2010	EFT	S Storman's Inc.	Circ Mtg	Staff	-32.42
			National Library Day	Staff	-32.19
5/21/2010	EFT	S Safeway	Shelf reading	Staff	-59.68
6/8/2010	EFT	S Haggen Inc	Computer system soothing	Staff	-60.48
Youth					-1,426.95
4/27/2010	1331	Anatex Enterprises		Youth	-142.73
4/29/2010	1333	Anatex Enterprises		Youth	-142.73
5/8/2010	1334	Wind Up Here	Puppets	Youth	-66.71
5/17/2010	1335	Barnes & Noble	SRP	Youth	-279.60
5/20/2010	1336	Carrie Dye	Puppets	Youth	-61.30
5/21/2010	EFT	Fireside Bookstore	Teen Book Group	Youth	-116.45
5/21/2010	EFT	Oriental Trading	Pencils	Youth	-116.94
5/21/2010	EFT	S Haggen Inc	Teen Book Groupo	Youth	-10.97
			Game Zone	Youth	-9.74
5/27/2010	1343	Jeff Evans	Evergrn Village Outreach	Youth	-300.00
6/8/2010	EFT	S Haggen Inc	Teen Book Group	Youth	-9.58
			Data & Dessert	Youth	-48.25
6/8/2010	EFT	Upstart	T-shirts,Posters etc. SRP	Youth	-121.95
OVERALL TOTAL					-2,609.68