

**Powell River Friends of the Library Board
Minutes – October 24, 2018**

1. Opening business

Review and approve agenda and draft minutes of September 5, 2018. Request to add to the agenda under New Business: consideration of an interested new member. Minutes approved: Moved: KC/Seconded: Vanessa

2. Recurring business

2.1 Library/Library Board of Trustees Report (Rebecca)

Focusing on safety, especially difficult interactions with patrons; what to do if staff feel threatened, unsafe, etc. Now have a procedures manual. A second training session for staff to be held in November. Met last week with Lang Creek Garden group; hoping to work with them to complete local plants garden out front. Had Island Link Federation AGM here in Powell River (Salt Spring, Alert Bay and Greater Victoria area). Very impressed that PR FotL Pump Up the Volumes raised \$80K, whereas Victoria has reached \$150K in two years. Literacy Office funded mural on back wall. Cultural diversity Fair will have one staff member; anyone available from FotL to participate? This weekend.

2.2 Treasurer's Report/Book cart/sales (Sue)

Maureen sent a note to volunteer group: September book Tally \$392.75. Getting more donations and shelves are filling up, so perhaps a mini-sale in lobby before or after Xmas. Book donations are received each Fourth Monday from 3 to 5pm. (Add note to fund raising re mini book sale: Maureen).

3. Events and event planning

3.1 Future fundraising activities (e.g., 8x8; tote bag, calendars); Recall that decision on whether to proceed with 8x8 event planning was deferred to October.

- a) Tote bags received: sell for \$20, cost \$12. Ordered 100. Rebecca noted that Books on Wheels staff take books to people's homes, would like to get ten bags to deliver books in. Question whether to present bags as a donation from FotL or have the Library pay for them and show them as funds raised? Recommended to present them as donations: MOVED: Jacquie/Second: Vanessa. PASSED. FotL membership application to be included in each bag. Have to sell 60 to recover the original investment; having donated 10 to library, net potential profit when all are sold is: \$600.
- b) Calendars of PR photos: Available at Library front desk and on sale for \$20.
- c) Gift cards designed by Malerie Meeker to print at desk when people donate to FotL at desk.

- d) 8x8: Primary fund-raiser for 2019. Previously held in November to take advantage of willingness to spend for gifts. Still needs a “scope of work” before commitment can be made to undertake this event. Vanessa and Jacquie to meet to work on this; when Brownie returns she may be willing to help. Tentatively schedule for November 2019. Keep Jeff informed.

4. Business arising from the previous minutes

4.1 Membership: messages, lists (KC)

Access to the membership list and messages to the membership are pending restoration of KC’s online access.

4.2 FotL Website/Facebook page (who is responsible? Will we maintain both?)

Mark Merlino is Library staff member working on the FotL Facebook page. No one else is posting to Facebook. Jacquie is willing to edit a couple of times a week; Sue has sent Jacquie a link to Facebook; Jacquie and Vanessa will discuss and clarify how to post to Facebook. Sue will add Vanessa as editor. Vanessa says every organization should have copies of official documents publicly available. PDFs cannot be posted on Facebook, so need a web page. Suggested Library would host a FotL webpage where documents can be posted instead. KC will speak to Rebecca re how that might work. Also common to add information such as Board bios.

5. New business

Possible new member: Rob Hill, who works as an assistant to our local MLA Nicholas Simons. Interested in possibility of joining Board. Had approached Rebecca about joining Library Board, but not needed. Going to send Jeff a CV and covering letter.

- 6. Date and place of next meeting:** Following the meeting, agreement was reached to move the meeting date to one week later than usual (usually the third Wednesday): **November 28th.**