**Foundation and Friends of the North Riverside Library**

June 18, 2024 Meeting Minutes

**Attendees:** Kathleen Spale, Nadia Nammari, Annette Corgiat, John Mathias, Stephanie Lanken, Vera Wilt, Lenora Giurini, Natalie Starosta

**Call to Order:** 6:34pm

**Approve Previous Meeting Minutes:** Approve the meeting minutes from 05/21/2024, Motion by Stephanie, second by John, approved by a voice vote.

**Library Updates:** Annette discussed the Independence Day Parade in North Riverside, that there will be a vehicle and library staff will be attending. Annette asked board members to notify her if any Foundation and Friends members would like to attend. Natalie discussed that the Summer Reading program is off to a great start with over 100 children signed up for summer reading at the June 1, 2024 kick-off event. There is a weekly question board and reading groups.

**Treasurer’s Report:** John presented the most recent Treasurer’s Report of May 2024 and submitted it for approval. Motion by Lenora, second by Nadia, approved by a voice vote.

**Banking Information:** John discussed changing the signers on the CD from the current three required to the two required. The signers will be Vera and John, and this will go into effect when the new CD is opened next month. Kathleen will no longer be a signer on the CD. Motion by Stephanie, second by Annette, approved by a voice vote.

**Better World Books:** The North Riverside Library uses the company to sell excess books. Natalie discussed two options for continuing this service. The first option is to scan each book to see if any money would be paid for it and send it out, and one box could be sent at a time. The second option is what the library currently uses, and that is sending the books out for about $100 without scanning them. The scanning is labor intensive and would require volunteers to individually scan hundreds of books. The library will continue to use the second option, so no vote was needed.

**Nominating Committee:** Kathleen mentioned that the annual meeting will be held in August. A nominating committee will be formed to discuss filling the leadership roles.

**New CD:** John discussed opening a new CD to replace the account maturing in July, it would be for $30,000 at 5.02% for 7 months. Motion by Stephanie, second by Vera, approved.

**Forms:** Kathleen stated that the 990 form was renewed with a $10 fee on the debt card. The sales tax exemption will need to be submitted by 09/01/24. There is nothing outstanding with the Paypal Giving Fund.

**Grants:** Natalie said that there were no new library grants at this time.

**Technology:** Lenora and John are working on updating the Zoom account for the Foundation and Friends.

**Letter and Envelopes:** Annette will follow up with a local company to have letters and envelopes created for the membership drive. These letters will be sent out to the North Riverside community.

**Library Consultant Recommendations:** Lenora discussed having a separate meeting to specifically review the recommendations of Lauren, the library consultant that worked with the library in the spring. The meeting will be on Tuesday, July 2, 2024 at 6:30pm. Kathleen will be sending out an e-mail with additional information.

**Purchase Request:** The potential purchase request for library renovations is on hold, awaiting a North Riverside Library Board decision.

**Summer Events:** There will be a food pantry donation in August from the summer reading program. More information will be at the next meeting. The summer concerts will begin on 06/20/24. The Foundation and Friends will be selling merchandise at the concerts. The slow-moving merchandise can be sold at a discount, such as the t-shirts and bags, or as buy one, get one free items. In the future, merchandise might include low-cost items such as pens or cups as other libraries have been successful selling these items.

**iPad:** The Foundation and Friends will have a raffle for an iPad. The Village of North Riverside does not require any special license for this event. The raffle will be live streamed during the last day of the summer reading program on August 17, 2024.

**2024 Events:** The annual Holiday Open House will be held during the tree lighting ceremony on Wednesday, December 4, 2024. The Foundation and Friends would like to form a committee for the fall author event. This event will potentially include a Nancy Drew series author. The committee members will be as follows: Lenora, Annette, Nadia, Stephanie, and John.

**Increase Amount for iPad:** There was a second discussion about the iPad for the raffle event. The original, approved motion was for the Foundation and Friends to spend up to $500 for an iPad. However, this model did not include a data plan, which may limit sales. The iPad expense amount would be increased to $600. Motion by Stephanie, second by Lenora, approved by a voice vote.

**Newsletter:** Nadia agreed to continue writing the monthly newsletter article for the Foundation and Friends.

**Membership Drive Committee:** The Foundation and Friends will be forming a membership drive committee to recruit new directors and ask the community for donations. Committee members are as follows: Marge, Kathleen, and Annette.

**Adjournment:** Motion by John, second by Nadia, approved by a voice vote.

The above meeting minutes were completed by Nadia Nammari and submitted on 06/29/24.