

FOLIO Board Meeting Minutes

January 31, 2020

FINAL DRAFT

Members Present: Diane Pennington, Cecy Brown, Gerry Hendon, Sharon Douthitt, Jon Douthitt, Lynne Murnane, Karen Neurohr, Bill Hagen, Wayne Hanway, Candace Baird, Jeannine Spencer, Carla Garrison, Sharon Saulmon, Judy Haught,

Advisory Board Members Present: Vicki Mohr, Connie Armstrong

Visitors: Natalie Currie

President Sharon Saulmon called the meeting to order at 10:00 a.m.

Wayne Hanway made a motion to accept the minutes from the October 25, 2019, meeting. Sharon Douthitt seconded the motion. **The motion passed.**

Treasurer's Report: Candace Baird distributed the Treasurer's Report for the second quarter of 2019-2020. The General Fund balance as of January 24, 2020, was \$19,909.68. Candace reported that she had sent a check to OCCF for the endowment match. She also reported that she had sent \$850 to United for Libraries for the Robert Conley Literary Landmark plaque and had received \$425 from the Cushing Library for half of the plaque expense. The report also included information about a check returned for insufficient funds.

President's Report: President Sharon Saulmon reported that board member Kitty Pittman had resigned from the board.

Archives: No report

Best Friends Award: A discussion ensued about sending letters to all Friends groups to remind them to apply for the award. Jeannine Spencer distributed applications for the Best Friends Award.

Friends of Libraries Week: Tulsa Friends received the award for large libraries, and Elgin Friends received the award for the small libraries. Lynne Murnane will submit awards information for the newsletter and send to local papers, and Gerry Hendon will check on the FOLIO membership status for both groups.

Hall of Fame: Any nominations for Hall of Fame should be submitted to Wayne Hanway.

Seed Grants: No report.

Scholarships: The committee has received two applications so far. FOLIO gives four \$600 scholarships to library support staff for continuing library education. A reminder will be on Facebook and in the newsletter.

By-laws: Wayne Hanway presented a motion from the committee to approve changes to the bylaws concerning changing the location of the archives to OSU Library, adding the Laurel Wreath award, and the elimination of the office of the 2nd vice president. **The changes were approved.**

Endowment: Sharon Douthitt reported that FOLIO will continue to send fund-raising letters around Mothers' Day. Gerry Hendon has written a letter to OCCF telling of our interest in applying for another grant. If the letter is approved, she will write a proposal for the grant. The endowment fund balance is \$124,842.90. FOLIO has received \$29,145.00 in distributions from the endowment. The endowment was first suggested by Tom Terry of Shawnee. The distributions are used to fund FOLIO scholarships and other FOLIO activities. This year we have received \$4662 in distributions. Sharon Douthitt reminded the board that it is important for all to participate. OCCF asks how many board members contribute.

Financial Review: The financial committee will meet the first week of February 2020.

Legislative Committee: Sharon Saulmon reported that a library showcase for legislators will take place at the Judicial Center March 3, 2020.

Literary Landmarks:

Robert Conley: Judy Haught reported that the Friends of the Cushing Library are working on wording for the plaque but that no date has been set for the ceremony.

Melvin B. Tolson: Karen Neurohr reported that Elander Shirley is in charge of the event. It is scheduled for September 17, 2020, in conjunction with Constitution Day at Langston University. Ms. Shirley's committee has many ideas for the day including student involvement.

Bill Wallace: Sharon Saulmon reported that Bill Wallace's wife is a member of the Chickasha Library Friends and has written the wording for the plaque. The application for the Literary Landmark has been submitted. The ceremony is tentatively scheduled for May 3, 2020, and a fundraising campaign is underway to raise \$5,000.00 for a display case, plaque, reception and other displays about Bill Wallace. [Update: United has approved the Literary Landmark.]

Membership: Gerry Hendon distributed a membership report. FOLIO has 112 individual members, although 241 individuals are on the mailing list. Thirty-nine Friends groups are members while 163 groups are on the mailing list. Thirty-eight libraries are members, but 256 libraries are on the mailing list. Gerry reported that part of FOLIO's mission is to let those groups and individuals know what is going on in the world of libraries. For the fiscal year of 2019-2020, we have received \$6,582 in dues.

Gerry Hendon proposed that FOLIO send dues reminder postcards within the next two weeks. The cost would be \$140.00 for 500 cards. Candace said the cost is within our budget. Karen Neurohr seconded the motion. **The motion passed.**

Bill Hagen suggested that board members contact libraries that have not paid dues. Gerry Hendon will send lists to board members. Gerry also said we need a list of Friends board members. ODL can provide a list of libraries with Friends groups and sort the information however we wish.

Sharon Saulmon reported that the Ralph Ellison Special Friends and Village Special Friends of the Metropolitan Library have voted to disband and to become part of the Friends of the Metropolitan Library System. Southern Oklahoma Library System is trying to start Friends groups in each branch library.

Newsletter: Sharon Saulmon reminded everyone to submit news articles by February 15, 2020. The next edition will contain reminders of the Best Friends Awards and Scholarship application deadlines as well as conference information.

Nominating: Karen Neurohr cited Section 3.1 of the bylaws stating that any Board member can nominate a new board member. The terms of the offices of Vice President, Treasurer, and Secretary will end this year. Karen will ask those currently holding those positions if they will continue. Laurie Sundborg is the only board member whose term is expiring this year. Karen stressed that we need more board members.

Ambassadors:

Northeast: Sharon Douthitt distributed an editorial from the *Claremore Progress* entitled "Hey, Lawmakers, Leave Librarians Alone." The article warns against a bill in the Missouri Legislature threatening jail time for librarians who check out books to children that do not meet the criteria of "censors." Sharon also gave each board member a pen from the Claremore Friends.

Southwest: Judy Haught reported on visiting the Erick Public Library. The library has a new director who is enthusiastic about the library, particularly involving children in summer reading. The library is also updating and applying for a grant. They do not have a Friends group but expressed some interest in forming one.

Northwest: No report.

Southeast: Wayne Hanway reported that the McAlester Friends has shifted from annual book sales to quarterly ones. The next sale is February 8, 2020.

Publicity/Media/Marketing: Karen Neurohr said the web page is up-to-date. She will be posting information about FOLIO awards and meetings soon.

Gerry Hendon discussed an article about Lisa Wells, Director of Pioneer Library System. Gerry also recommended the book *Palaces for the People* and offered to lend her book.

Sharon Saulmon reported that FOLIO's Facebook page reached 138,000 people and has 11,000 followers. She noted the popularity of the post entitled "Build Baby's Brain with Books."

Federal Regulations Report: Natalie Currie, ODL Deputy Director, reported that the FCC voted to approve \$20.4 billion for high-speed broadband Internet for rural areas. 162,000 sites in Oklahoma do not have broadband access. Natalie will send an article about broadband access to the newsletter.

Melody Kellogg, ODL Director, presented a budget to the legislative subcommittee on education. Three bills were submitted by Senator Kevin Matthews with wording concerning city/county libraries. Senator John Haste submitted a bill creating the Imagination Library Program. OSPR approved grants to twenty-seven public libraries.

Sharon Saulmon thanked Connie Armstrong of ODL for arranging lunch for the board meeting.

Wilma Elizabeth McDaniel Poetry Contest: Karen Neurohr said there will be no contest this year.

1,000 Books Before Kindergarten: Sharon Saulmon said the goal was to reach out to all libraries, sharing the importance of reading to young children. The program can be as low-key or as big as they want it to be.

FOLIO Survey Results: Cecy Brown distributed a report to the board members. There were 23 respondents, all electronically: 1 State Representative, 8 Friends, 14, Library Staff.

The Take Aways for Friends were:

- want to learn how to attract members, especially younger ones
- wish to learn how to raise funds
- value special programming in libraries, especially author visits
- desire handouts from FOLIO programs
- want to know what other Friends are doing
- like both in-person and online meetings

Respondents also wanted to reach out to state representatives to advocate for library needs, keep informed about FOLIO activities, and speak at Annual Meeting.

The biggest challenges identified by the survey are aging membership, recruiting young members and families, and advocacy.

Cecy noted that it was good feedback but contained no ideas on how to implement suggestions.

A discussion ensued over the appropriateness of allowing a state legislator serve on the FOLIO board. While some were in favor of his serving, others pointed out that his service could put FOLIO in the awkward position of saying yes to some requests to serve and no to others.

Candace Baird noted that he could be a member of FOLIO even if he were not on the board.

Annual Conference: The FOLIO annual meeting is Friday, April 4, 2020, at the Hyatt Regency in Tulsa. Registration is online at oklibs.org. Sharon Saulmon said that registration should be more user friendly this year. Online registration will end two weeks before the date. Hotel registration should be done by calling the hotel. No reservations for food events will be available at the conference.

The OLA Conference programs are:

- Early Literacy Starts Today: Go, OK—11:15
- FOLIO Awards Luncheon—featuring Faith Phillips, author—12:15--\$60
- FOLIO Annual Meeting—1:30 p.m.
- Fundraising Ideas That Work—2:45
- Program on Oral History by Karen Neurohr—3:30

The OLA Conference schedule is online.

The FOLIO luncheon menu is chef's choice baked potato, salad, and two desserts.

The FOLIO welcome booth April 23 & 24: Sharon and Jon Douthitt will take the booth materials. Wayne Hanway and Sharon Saulmon are available to help set up on Wednesday. Sharon will send out a schedule for volunteers on Thursday and Friday and request OU SLIS students to assist on Friday.

Magic City Books will have books for sale at the conference.

The Helmerich Library in Tulsa will have its book sale during conference week.

New Business: No decision was reached on table decorations for the annual luncheon.

Sharon and Jon Douthitt have been asked to the Meeker Library Friends meeting to give a program on not misusing funds given to the library.

Wayne Hanway reminded the board that the FOLIO retreat will be July 17-18, 2020, at St. Crispin's Conference Center. He asked for ideas for programs during the retreat. Sharon Saulmon will send a list of suggestions based on the survey. Karen suggested a webinar from United for Libraries. Cecy Brown suggested a webinar with other state friends groups that do great things.

Announcements:

- Best Friends Awards due March 16, 2020 (Apply for Awards at okfriends.net)
- Scholarships due March 16, 2020 (Apply for Scholarships at okfriends.net)
- FOLIO Annual Meeting/OLA Conference, April 22-24, 2020, Hyatt Regency, Tulsa, OK
- FOLIO Day, April 24
- Literary Landmark, Robert Conley, Cushing, date to be announced
- Literary Landmark, Melvin B. Tolson, Langston University, September 17, 2020

- Literary Landmark, Bill Wallace, Chickasha, May 3, 2020 (tentative date)

Sharon Saulmon thanked everyone for their work outside of the meetings to make FOLIO an important organization and resource for the Oklahoma local friends of libraries and library community.

The meeting adjourned at 12:45 p.m.

Submitted by Judy Haught, Secretary