

FOLIO Board Meeting

Via Zoom

Friday, October 23, 2020

FINAL

Members Present: Teresia Harrison, Judy Haight, Wayne Hanway, Gerry Hendon, Candace Baird, Sharon Saulmon, Eugene Earsom, Sharon Douthitt, Melody Kellogg, Lynn Murnane, Bill Hagen, Carla Garrison

Technical Support: Cathy Van Hoy

President Hanway called the meeting to order at 10:06 a.m.

The agenda was approved without objection.

The minutes from the August 28, 2020, board meeting stood approved without objection.

Treasurer's Report: The report was previously emailed to all board members. Treasurer Candace Baird reported that in regards to FOLIO's financial situation that "we are doing okay." As of September 30, 2020, the General Fund balance was \$23,147.01. She has received additional membership dues since the report was compiled. She has received approximately \$300 in endowment donations. The Endowment Fund balance is \$123,912.76 as of October 13, 2020. The endowment fundraising expense was less than the \$500 allocated in the budget. The treasurer's report will be filed for audit without objection.

President's Report: President Wayne Hanway discussed programs for the OLA annual conference in the spring of 2021. In addition to the luncheon/author talk/Awards session, the annual meeting, and the quarterly board meeting, three more program proposals were submitted: "Advocacy in a Time of Pandemic, Polarity, and Insecurity," "They're Busy—and We Need Them," and "A Sign of Appreciation."

Wayne also reported that the virtual town hall meeting on October 20, 2020, went well and that such meetings should continue, thus creating a statewide community.

Wayne then discussed Amazon Marketplace as a means of fundraising for Friends groups. Some of the problems associated with that type of fundraising are shipping in a timely manner and choosing discarded and donated books for the marketplace. Wayne said we would look toward a program on Amazon Marketplace, and Gerry Hendon suggested an article in the newsletter.

In addition, Wayne reported that the board needs to plan for the FOLIO booth at the annual conference and that the conference will be an in-person event unless a government order prevents such meetings. The conference will be at the Embassy Suites in Norman.

ODL/Federal Relations Report: ODL Director Melody Kellogg reported that there is a great deal of support for libraries in Congress and that Congressman Cole in particular is always supportive. She also indicated that a library construction funds survey may be forthcoming. There is a great need in Oklahoma for library construction funds.

Director Kellogg then discussed a report on the number of public libraries that are polling places. Also ODL is working with the IRS on sharing free tax resources. Melissa Askew of ODL will be distributing information about this on the ODL website.

ODL is looking at revising its acquisition policy and overall collection development. Director said that the ODL's collection had grown from 415,000 volumes to 700,000 in the last four years. ODL is thoroughly weeding the collection, and many volumes are being declared "dead." However, some volumes might be appropriate for private collections. Previously, weeded volumes went to the Metropolitan Library System, but they can be given to any non-profit. ODL is considering how to equitably distribute the discards around the state.

The ODL annual budget has been submitted.

ODL wants to be part of a literacy coalition with libraries since they are an important component of literacy.

It is annual report time for public libraries, and due to the pandemic, not one public library would qualify for state aid. Director Kellogg will be presenting a reduction in MOE (maintenance of effort) to the Legislature and expects it to be approved.

Wayne Hanway said he has read that some regional libraries are depositories for "one-title" volumes. Melody Kellogg will check into that.

The FOLIO board will soon have a new state Friends list according to Cathy Van Hoy.

Archives/History: No report

Best Friends Awards: The application is on the website, and an article will be in the newsletter. Sharon Saulmon will publish a reminder to submit the award applications when she compiles the virtual meeting report.

Friends of Libraries in a Pandemic World online town hall meeting: Sharon Saulmon reported that the meeting went very well. Twenty-six people registered for the meeting. Next year a registration deadline will be published.

Hall of Fame Awards: Wayne reminded the board that it is time to send nominations to him for the Hall of Fame Awards.

Seed Grant Awards: Eugene Earsom said he has not received any seed grant applications, but he did have an inquiry from the Souder Library in Boise City. However, the librarian discovered that the library already had a Friends group.

Candace Baird reported that the cost for a small group for incorporation (503c) is \$275 and \$600 for a large group. Most Friends groups would be small groups. Eugene reminded the board to let libraries know about the seed grants.

Scholarships: Cecy Brown sent a report. She emailed twenty-six people at twenty-four institutions to post information about FOLIO scholarships. The application deadline is January 15. She has received one application so far.

Wayne Hanway had a school librarian ask why school librarians were not eligible for the scholarships.

Bylaws: No report.

Endowment: Sharon Douthitt reported that 486 fundraising letters had been mailed. Donations were solicited in honor of library staff. A good response is expected. The printing cost of the endowment fundraising materials was \$429, but since the print quality was poor, the company refunded \$108.

Financial Review/Audit: The review/audit has been completed for this year.

Legislative: Melody Kellogg reported on an advocacy committee meeting. She also reported that Secretary of Education Michael Rogers has stepped down. The new Secretary of Education is Ryan Walters. ODL is now under the Education Cabinet. A tough budget year is predicted. Melody also indicated that COVID-19 money may be used for Brainfuse, an online tutoring program.

Literary Landmarks: Judy Haught reported that the Robert J. Conley Literary Landmark dedication will be November 7, 2020, in the Upper Elementary gym in Cushing, Oklahoma. The program includes Dr. Karen Neurohr as master of ceremonies, Dr. Blue Clark as keynote speaker, Cushing High School drama students, and the unveiling of the plaque by Mrs. Evelyn Conley.

The Mel Tolson Literary Landmark dedication has been rescheduled for the fall of 2021.

Bill Hagen said that the Tony Hillerman Literary Landmark dedication is tentatively scheduled for October 2021. He is working on contacting Hillerman's family and locating a venue.

Membership: Gerry Hendon said we have 81 individual members, 50 Friends group members, and 43 library members for a total of 174. She would like to see more individual members and said we need to mail additional reminders and put an article in the newsletter. Sharon Saulmon suggested giving a FOLIO membership as a gift.

Newsletter: Sharon Saulmon reminded the board of the November 1 deadline for submissions and indicated that she needs more articles for the upcoming edition.

Nominating: Sharon Saulmon will call board members about serving in positions.

Outreach Ambassadors:

Northeast: Sharon Douthitt continues to work on a FOLIO brochure for distribution to Library Directors and Friends groups.

Northwest: No report.

Southwest: Judy Haught sent post cards to the Friends groups in the Southwest region reminding them of the virtual town hall meeting, Friends of Libraries Week, and the Friends of Libraries Week awards.

Northeast: Bill Hagen and Teresia Harrison sent newsletters and emails to the Friends groups in Northeast region to introduce themselves.

Wayne Hanway reminded the ambassadors that part of their duties is to report on any problems in their regions.

Publicity/Media/Marketing: Sharon Saulmon emailed the Facebook report prior to the meeting. One of the posts receiving a large number of views was the one that said, "This post is to remind you to close Facebook and pick up the book you sat down to read." It received 4,785 views. Sharon also promoted the endowment fundraising and Friends of Libraries Week on Facebook. She asked the board for suggestions for more posts.

Web Page: Candace Baird is now in charge of submitting web page changes. Donate buttons were not functioning but have been fixed. She reminded the board to report anything that needs to be changed or fixed on the website to her.

Annual Conference: Wayne Hanway said that the author talk and awards presentations will not be part of a luncheon. Everyone will be on their own for lunch. Three new programs have been approved: "Advocacy in a Time of Pandemic, Polarity, and Insecurity;" "They're Busy—and We Need Them" about recruiting younger members, moderated by Sara Schieman; and "A Sign of Appreciation" about rewarding friends and volunteers without crossing lines of impropriety, moderated by Teresia Harrison.

FOLIO Booth: Sharon Saulmon said it was a traditional information booth for the conference. Giveaways and drawings had been used in the past. Sharon Douthitt has the supplies for the booth.

Fund Raising: Gerry Hendon attended two workshops by OCCF on fund raising. OCCF thinks that FOLIO does a good job of fund raising. The larger an endowment, the larger return will be. The FOLIO endowment was originally created to fund scholarships. Gerry will put an article in the newsletter about planned giving.

Unfinished Business: The FOLIO retreat will be discussed at the next meeting.

New Business: Sharon Saulmon went to a Public Library Division meeting. Google gave a \$10,000 grant to OLA, and OLA will in turn give small grants (up to \$1,000) to libraries for things like Chrome Books and hotspots. Friends groups may want to partner with the library on these grants to multiply their investments in better connectivity for library customers. Sharon will put an article on Facebook about the grant opportunities. Melody Kellogg spoke of an event on December 16 where Google will reveal the grant opportunity. Melody also reported on a program called Rural Lending Hotspot operating out of OSU.

Announcements:

- Friends of Libraries Week: October 18-24
- Robert Conley Literary Landmark dedication: November 7, Upper Elementary Gym, Cushing, OK
- Friends of Libraries Week Award Nomination deadline: November 15
- FOLIO Board meeting : January 8, 2021
- FOLIO Best Friends Award nominations deadline: January 15, 2021
- Scholarship Awards nominations deadline: January 15, 2021

The meeting adjourned at 11:49 a.m.

Submitted by Judy Haight , Secretary