

## **FOLIO Board Meeting**

**October 16, 2021**

**St. Crispin's Retreat**

**FINAL**

**Board Members Present:** Wayne Hanway, Sandra Austin, Melinda Howard, Angie Lewis, Candace Baird, Gerry Hendon, Linda Pye, Bill Hagen, Judy Haught, Sharon Saulmon

**Advisory Board Members Present:** Melody Kellogg, Jackie Kropp

**Guests Present:** Sally Hanway

President Hanway called the meeting to order at 9:03 a.m.

The minutes for the July 28, 2021, Board meeting and the September 21, 2021, Executive Committee meeting were approved.

**Treasurer's Report:** Treasurer Candace Baird reported that a distribution of \$5,736 is expected from the endowment. She also reported that FOLIO needs to collect more in membership dues. As of date, \$3270 has been collected toward the endowment matching grant. We have until August to collect the remaining amount of the \$6,000. The earlier the money is collected, the more interest it earns. The General Fund balance as of October 14, 2021, is \$25,381.72.

Bill Hagen moved to accept the Treasurer's Report. Angie Lewis seconded the motion. The motion passed.

**President's Report:** President Wayne Hanway had emailed his report to board members prior to the meeting. In his report, he revealed that FOLIO's day at the OLA annual conference will be Friday, March 11, 2022, at the Hyatt Regency in Tulsa. Cherokee Nation member Traci Sorell will deliver the annual Author Talk. Two key business items for today's meeting are approving the contract for Valerie Kimball's Ready-to-Read storytelling training project and a vote on Secretary Judy Haught as Vice President.

**ODL/Federal Relations Report:** ODL Director Melody Kellogg reported on the American Rescue Plan. There are three rounds of grants. The first round distributes \$1.4 million to public libraries. The formula for qualifying for the grants is similar to state criteria and takes into consideration poverty and unemployment. The second round of grants is for literary programs

with grants up to \$6,000 each. The third round of grants will be up to \$5,000 each for Tribal Libraries and Museums.

ARPA funds are being used for in-person training and webinars in partnership with the Oklahoma Museums Association. The topic is Leading in an Emergency and Being Prepared. ODL is hoping to offer a statewide online tutoring program through libraries. In addition ODL will partner with Oklahoma Workforce Development Board to bring online high school. It is an accredited school for adults 25 and older needing to earn a diploma. The average student is a 32-year-old woman with children and a job. Technology will be supplied if needed.

Wayne Hanway reiterated the concerns about critical race theory and censorship. Ignoring the First Amendment is an old problem. Friends groups need to support libraries in understanding First Amendment rights.

**Best Friends Award:** The information needs to be in the next newsletter because of the application deadline of December 30, 2021.

**Friends of Libraries Week Awards:** The committee consists of Chair Angie Lewis, Linda Pye, and Bridgette Shelton. The application deadline is November 16, 2021, and the application is on the website. An article about the award was in the last newsletter and on social media.

There will be an online town hall meeting Wednesday, October 20, 2021, during Friends of Libraries Week. Sharon sent the Zoom link to board members.

**Hall of Fame Award:** Wayne Hanway said that nominations are open every year but not mandatory. Gerry Hendon thanked the board for the Laurel Wreath Award she received.

**Seed Grants:** Chair Bill Hagen went to McCloud to obtain additional information for their application for a seed grant. Candace Baird said we have not received a response.

**Scholarships:** No report.

**Bylaws:** No report.

**Endowment:** Gerry Hendon reported that some members sent endowment contributions with their membership dues. She expects to have raised the required \$6,000 by the end of 2021. The last solicitation letter allowed contributors to honor front-line workers related to libraries. This year Thanksgiving may be the theme. A new picture for the card is needed. Gerry reminded the board that new people are needed to help with the endowment fundraising. The endowment was started in March 2009 with \$1,200, which the Kirkpatrick Foundation matched with \$8,000 so we could make a \$20,000 deposit with Oklahoma City Community Foundation. Now that initial deposit is valued at \$153,231.70. We have received other gifts and donations, and the Kirkpatrick Foundation has continued to match our fundraising efforts. Gerry intends to put an article in the next newsletter about giving through IRAs.

**Financial Review/Audit:** The review was filed in August.

**History/Archives:** Candace Baird received a phone call from Tulsa City-County Library about finding a box of FOLIO items. Tulsa-City County Library used to be FOLIO's headquarters. The box contained old FOLIO newsletters among other things. Gerry Hendon will evaluate the contents. FOLIO's archives are now housed at OSU.

**Legislative:** Sharon Saulmon said that the Advocacy Committee wants to be proactive. A major priority is the problem of censorship. One person who was discussing materials at the Pioneer Library System suggested that public libraries become subscription libraries and get rid of ad valorem tax. Another priority is the ODL budget. Also, school librarians are a priority. The Department of Education is giving exemptions so that school districts do not have to hire professional librarians. The librarians should be classified as instructional instead of administrative with exceptions lasting only three years. Another priority is the contracts for public library directors. Their contracts are one year in duration and should be extended to three years.

\$13 billion is available in the state for broadband. Libraries need to be in the conversation on spending those funds. They can go to [Oklahoma.gov/arpn](http://Oklahoma.gov/arpn) to see what money is available.

Wayne Hanway reminded the board that Friends of Libraries are good advocates for libraries because they are viewed as not having a vested interest.

**Literary Landmarks:** Bill Hagen is drafting a letter of application to United for Libraries for the Tony Hillerman Literary Landmark. He has the support of the city of Shawnee and hoping to receive support from the Navajo Nation. Hillerman's daughter Anne Hillerman plans to attend the ceremony to be held in May 2022. Also, Michael Wallis is tentatively scheduled to speak at the ceremony.

Judy Haught reported that there are no new developments on the Mel Tolson and Rennard Strickland proposed landmarks.

**Membership:** Gerry Hendon distributed the membership report to board members. She pointed out that membership runs from July 1 to June 30. FOLIO has 91 individual memberships at \$20 each, 31 Friends group memberships at \$25 each, and 31 library memberships at \$30 each for a total of 153 members. A different color of form was sent to each group—individuals, Friends, and libraries. Dues make up a large part of FOLIO's budget. Candace Baird reported that PayPal and donate buttons on the website are helpful. Three people have set up a monthly donation.

**Newsletter:** Sharon Saulmon said that the deadline for newsletter articles is October 30, 2021. The deadline for registration for the annual conference is in February.

**Nominations:** Sharon Saulmon nominated Judy Haught for Vice President/President Elect. The motion passed.

**Outreach Ambassadors:**

Northeast: no report

Northwest: no report

Southwest: Judy Haught reported that Elk City Friends had their annual book sale outdoors the first weekend in October. They were not able to have the sale last year due to the pandemic, so they were delighted that sales were excellent this year. Judy also reported that she and Carla Garrison sent reminders to the Friends groups in the southwest region about the Friends of Libraries Awards.

Southeast: Bill Hagen reported that the Sulphur Friends group is reorganizing and that Shawnee Friends had a successful book sale. Wayne Hanway noted that the McAlester Friends will be reorganizing since their president will be moving soon.

**Publicity/Media/Marketing:** Prior to the meeting, Sharon Saulmon emailed the Facebook report to board members. From July through September 2021, there were 343 posts reaching 92,056 people. Followers increased by 48 to 2,707 total followers as September 30, 2021. Sharon will put information about the Friends Week awards on Facebook next week.

Sharon Saulmon mentioned possibilities for future FOLIO communications.

Instagram is another social media possibility with users mostly ages 18-34 worldwide. The USA is the country with the largest number of users (140 million). Detailed statistics are available at: <https://www.statista.com/statistics/248769/age-distribution-of-worldwide-instagram-users/> and <https://blog.hootsuite.com/instagram-demographics/>. The Friends of the SOKC Library Instagram account is at sokc library\_friends. Posts on Instagram are more graphic with shorter information than Facebook posts.

eNewsletters are becoming more popular as a membership benefit for nonprofit organizations. As you know, FOLIO began a monthly update utilizing the Publisher software, which limits info to one page or by-the-page size. SOKC Friends and OLA have begun using SMORE for the eNews software. It comes to members in an email. (This can be as short or as long as you want.) Here's a link to an example: <https://www.smore.com/7sxue>. The cost for a small nonprofit (less than 2,000 contacts) is \$189 per year.

Jackie Kropp agreed that Instagram would be a way to increase membership and visibility.

**Web Page:** Candace Baird gives items to Bruce Stone for posting on the web page. She needs information on the annual meeting to send to Bruce. She also gleans information from the newsletter for the web page. Sharon Douthitt would like to include additional information about the endowment on the website. Candace asked for board members to let her know if they see any errors on the website and to send her ideas for updates, especially for the home page.

**Special Projects:** Sharon Saulmon emailed the contract for Valerie Kimble of the Ready2Read@yourlibrary project to board members for approval. Volunteers are covered by insurance. The purpose of the project is helping people to tell stories effectively and insuring reading readiness. Ms. Kimble says we need funds to provide books for the project. Fifty libraries responded to the ODL questionnaire about early reading. Sharon asked if we have to find libraries with Friends groups or potential Friends groups.

Wayne reiterated that many children's library staff lack the training for storytelling. Ms. Kimble has that skill and will share it.

Ideally, we need \$50,000 to buy two copies of all materials for the participating libraries, approximately thirty libraries. ODL Director Melody Kellogg said the money might come from the American Rescue Plan and that she would ask the ODL board. She said there were two ways to support the project: ODL could order the books and ship them to the locations or ODL could give the money to FOLIO, but this would require following Federal guidelines. The board decided on the first alternative.

A motion from the committee to approve the contract was presented and approved. Sandra Austin suggested offering the program to libraries without Friends groups.

**Annual Conference Planning:** Two program proposals were submitted, StoryWalks/Nature Walks and Online Book Sales. The StoryWalk/Nature Walk program will be at 3:00 p.m. The only other time for the online book sales program would be at 8:00 a.m., but that time slot might eliminate some FOLIO members. Sandra Austin suggested moving the online book sale program to next year, and Sharon Saulmon said it would be a good town hall topic. It was decided to move that program to next year's conference.

Wayne Hanway said that for future conferences including the awards and author talk with a luncheon would involve more fees from attendees. He felt that option would not be feasible. He decried the loss of institutional memory at OLA, which causes problems with conference planning.

Sharon Saulmon said the South Carolina Friends have their conferences online and anyone can attend.

Wayne reminded the board that we should look for the best ways to serve our constituents in situations such as this.

Candace Baird suggested that an online conference could reach a wider audience at a smaller price.

Wayne said that while ODL has been generous in providing us with Zoom board meetings, at some point FOLIO will probably need to purchase a Zoom contract.

**Unfinished Business:** No report.

**New Business:** No report.

**Announcements:**

- Next FOLIO board meeting, January 7, 2022, via Zoom
- Friends of Libraries Week, October 17-23
- Best Friends Awards applications due December 30, 2021

- FOLIO annual meeting/OLA annual conference, March 9-11, Tulsa; FOLIO day will be March 11.
- National Library Week, April 3-10, 2022
- National Library Workers Day, April 12, 2022; Friends can show their appreciation.

The meeting adjourned at 11:13 a.m.

Submitted by Judy Haught, Secretary