



FRIENDS OF LIBRARIES IN OKLAHOMA

BOARD MEETING

June 28, 2013

Will Rogers Library, Claremore

BOARD MEMBERS PRESENT: Jon Douthitt, Sharon Douthitt, Eugene Earsom, Gerry Hendon, Carolyn Klepper, Carol McReynolds, Julia Ratliff, Sharon Saulmon, Jeannine Spencer, Harlene Wills.

ADVISORY BOARD MEMBERS PRESENT: Vicki Mohr

GUESTS: Mike Howard, President, and Connie Jesina, Treasurer, Claremore Friends; Gayle Farley, Oklahoma City Community Foundation, and Diane Pennington.

President Sharon Douthitt called the meeting to order at 10:02 a.m. She introduced our guests. Gayle Farley gave a presentation about OCCF and our fund there and distributed packets to board members. The present balance in our account is \$61,570. 96. She also talked about Give Smart and Guide Star, programs at the foundation. She announced that they may be having a \$4,500 matching fund drive in 2014 which may be matched dollar for dollar. Gayle also announced that the annual distribution from our endowment fund in October will be \$2,176.

Minutes: Secretary Carol McReynolds presented the minutes of the Annual Board Meeting which was held on April 5, 2013. Corrections to the minutes were discussed as follows: Sharon Saulman was added to the Endowment Committee. Names of the scholarship winners were to be added to the minutes. Under the Treasurer's report the correct balance was \$22,869. *A motion was made by Eugene Earsom, seconded by Carol McReynolds, to accept the minutes as corrected, passed.*

Treasurer's Report: Gerry Hendon, Treasurer, distributed a detailed printed Treasurer's report. Income for 2013-2014 was \$15,876. Expenditures were \$11,086. The cash balance in the General Fund to carry forward into the 2013-14 fiscal year is \$22,483.49.

The bill for the Literary Landmarks booklet has not been received yet and is expected to be approximately \$3,000. Grants and gifts of \$5056 were received for the Literary Landmark expenses. Total expenses (without the bill for the booklets) were \$2,240. The Schusterman Account, which is used exclusively for Seed Grants, has a balance of \$3,586.41. Julia Ratliff asked for a report on seed grants awarded to date. She offered to apply for another grant from Schusterman Foundation to be used for this purpose. The goal for a matching grant from the Kirkpatrick Family Fund is \$6,000. \$1,955 has been accumulated toward this goal. We must raise the additional \$4045 by November 30, 2013. An appeal for donations toward this goal will be sent out by the Endowment Committee.



A motion was made by Jeannine Spencer, seconded by Eugene Earsom to accept the Treasurer's Report as presented, passed.

- President's Report: President Sharon Douthitt reported that the morning presentation at the Annual Meeting was very well received. OCCF will help with our Give Smart profile. The Endowment Committee held a formation meeting on the morning of May 30 at the Ralph Ellison Library in Oklahoma City. Present were Jon and Sharon Douthitt, Judy Neale, and Sharon Saulmon. The Executive Committee met via video conference in the afternoon at ODL. The Memo of Understanding is very important. We need a board member from Northwest Oklahoma. Jon is pursuing the matter of Indian tribal libraries. Flash drives for computers are also important for passing on FOLIO information. Sharon attended the OLA Planning Committee meeting on May 19th. The conference next year will be in Tulsa on March 31 through April 2. We will explore having our own luncheon next year.

Committee Reports: Annual Meeting: Judy Neale was not present. Sharon Douthitt reported that everything went well at the Annual Meeting.

Archives: Jon Douthitt made a request for donations to the archives as nothing has been received as of yet. These records are really important to our successors. Local Friends groups should send material, too.

Audit: Gerry will submit the fiscal year 2012-2013 to a committee for audit.

Best Friends: Carol McReynolds reported that the winner in the over 10,000 population was Duncan and under 10,000 was Wister.

- By-laws: This will be addressed under New Business.

Corporate Outreach: Jon Douthitt asked for suggestions on how to approach this matter.

Endowment: Sharon Douthitt and Sharon Saulmon reported on behalf of Judy Neale that the committee approved wording for the by-laws regarding this committee. Planned Giving Services are available on the OCCF site. Julia Ratliff suggested contacting energy companies. She will do a first draft and send to Sharon. There should be a follow-up letter with pictures showing what the contribution provided, such as summer reading.

Finance: Gerry Hendon has purchased a back-up system for the external hard drive.

Hall of Fame: Carol McReynolds reported that the recipient this year was Carolyn Klepper. Sharon read a thank you note from Carolyn.



Information Table: Carol McReynolds reported that the drawings held this year were popular with attendees, and we will add the names of participants in the drawing to our mailing list.

- Legislative: Harlene Wills shared a handout with a list of bills. Tulsa Library hoped to get money for capital improvements but were denied inclusion in capital investments. ODL has a flat budget for the coming year.

Literary Landmark: Sharon Douthitt reported on behalf of Karen Neurohr that she plans to distribute the Wilma E. McDaniels booklets in class sets in January. She is hoping to do another poetry contest again this fall, and if the money will stretch far enough, perhaps another in the fall of 2014. Marquis James will be our Literary Landmark honoree in 2015 in Enid. This journalist and author was twice awarded the Pulitzer Prize, once in 1930 for The Raven: A Biography of Sam Houston.

Membership: Jeannine Spencer reported that it is now time for membership renewal. Notices will be sent.

Newsletter: Gerry Hendon asked for ideas for articles for the next newsletter and reported that the last newsletter was sent to all state FOL groups.

Outreach/Ambassadors:

Northeast: Jon Douthitt reported that he and Sharon visited Kansas where they had a fruitful day with a small group; Jay whose Friends group is almost defunct and trying to reform; Sapulpa, where the Friends group is also struggling to reform and gain members; and the Stroud Library for its 25th Anniversary.

Northwest: Carol McReynolds reported that she and Joe visited Rose State College and met with their Friends group and Yukon where they needed some rejuvenation. They will go to Clinton in the fall and meet with their group.

No other reports were available.

Publicity: Scott Carter was not present.

Seed Grants: Judy Neale was not present.

Scholarships: Laurie Sundborg was not present.

Web Page: Cindy Friedemann was not present. Sharon Douthitt reported that Cindy has been elected the Secretary/Treasurer of United for Libraries/ALTAFF. Sharon also reported that we hope to have a list of all Friends groups in Oklahoma added to the website instead of the incomplete list of those who are members.

Unfinished Business:



Bylaws: The board members in attendance acted as a committee and made recommendations for consideration at the next board meeting. *A motion was made by Jeannine Spencer, seconded by Sharon Saulmon regarding Section 1.1 to obtain a P.O. Box convenient to the Treasurer, passed.*

Statewide Survey of FOL's: Sharon Douthitt reported that Karen Neurohr had volunteered to do a Monkey Survey of the state FOL's regarding FOLIO services in the late summer. Karen suggested doing a pilot group first and that we offer an incentive to encourage participants to respond. The board was asked for suggestions of questions to include.

New Business:

Nominating Committee: *A motion was made by Carolyn Klepper, seconded by Carol McReynolds nominating Diane Pennington for election to the Board of Directors, passed.*

Non-Discrimination Policy: *A motion was made by Gerry Hendon, seconded by Harlene Wills to add the word "gender", passed. The policy was adopted.*

Discussion was held about the possibility of creating a criteria for becoming a member of the FOLIO board. For Seed Grants, there were questions about the current requirements and that follow-up is needed. Jeannine Spencer suggested that the Seed Grants and Best Friends chairs need to look at the present criteria and develop them for their committees.

2014 Retreat: There is a possible difficulty with the retreat in 2014 as Pat Weaver Myer is retiring from the Sam Noble Center. We will check with her in October.

Speaker for Conference 2014: We need to have some suggestions for a speaker for next year's conference.

Resignation: A letter of resignation from Clare Delaney was read. *A motion was made by Eugene Earson, seconded by Jeannine Spencer to accept the resignation of Clare Delaney from the Board, with regrets. Motion passed.* The president will send a letter of response.

Future meetings: September 27, 2013; January 31, 2014; April 2, 2014; Retreat? The Executive Committee will meet by video conference on September 9, 2013.

The meeting was adjourned at 2:30 p.m.

Respectfully submitted,
Carol McReynolds