

FRIENDS OF THE LIBRARY
Executive Board Meeting Minutes
Wednesday, January 8, 2020

Present: Jenny Breeden (President), Patty Neuwirth (Treasurer), Kristin Herr (Director, Lawton Public Library), Frantzie Couch (Secretary), Karen Flowers (Vice-President)

Minutes: Minutes for the October Executive Board and General Membership meetings were reviewed and accepted as read.

Treasurer's Report: Treasurer Patty Neuwirth presented the Quarterly Treasurer's Report. The Treasurer's Report will be filed for audit.

Director's Report and Funding Requests: Director Herr requested a total of \$14,581.36 in funding; her requests were approved unanimously:

a. General Programs and Supplies: \$1,500 for supplies, refreshments, and printing for children's, teen, and adult programs, and Friends-related supplies such as print cartridges, paper, laminating film, etc.

b. Friends/Library Canopy Tent. \$750 for a canopy tent for Friends and Library outdoor events. The canopy will be imprinted with "Lawton Public Library" on two sides and "Friends of the Library" on two sides so it can be used for multiple purposes.

c. Library Banner. \$150 for a new vertical banner, to replace the current banner, which displays the old website.

d. Summer Reading Program. \$8,000 in support of the summer reading program, "'Imagine Your story!'" This will fund 7 performers, activities, and prizes. There will be reading logs for kids, teens, and adults.

e. Slatwall Panels. \$4,000 for wooden slatwall panels on the bookshelf end caps, to allow for posting notices and other information. This would fund from 20-50 panels, depending on a quote from Oklahoma Department of Corrections.

f. Fund Drive Reimbursement. \$181.36 to reimburse the library expenses for the annual Friends fund drive (\$86.36 for envelopes + \$95 for printing).

Committee Reports:

a. Chautauqua. Lawton-Fort Sill Chamber of Commerce Conference and Visitors Bureau (CVB) has awarded a grant of \$2,550 for 2020 Chautauqua.

b. Book Sale. Kristin Herr and the Book Sale committee will identify a location for the spring 2020 Book Sale.

c. Soulful Story. The Executive Board unanimously approved a motion to fund the donation of copies of a children's book about Clara Luper and the Oklahoma City sit-ins to LPS elementary schools.

Old Business:

a. Annual Fund Drive. Patty Neuwirth's Treasurer's Report shows that that \$4,887.97 has been received so far from the annual fund drive. Apache Casino made a substantial donation.

b. StoryWalk®. The posts for the StoryWalk® installation have been shipped. The Library is developing plans for Community Health Challenge programs to accompany StoryWalk®.

New Business:

a. Cash Register. Donation of a cash register is being sought to support use of credit cards as payment at the Book Sale.

b. Dream Big Mural. Director Herr suggests considering having a mural painted on the outside red brick wall facing the parking lot, to bring attention to the Library.

c. Venue for April Friends Meeting. A location outside of the Main Library will be found for the April 2020 General Membership meeting, because the meeting rooms will be unavailable during construction activities. City Hall, Little Chapel, and First Christian Church were suggested as alternate venues.

Upcoming Events:

a. Speakers for Friends Meetings. Vice-president Karen Flowers will arrange for a speaker for the April meeting. Dr. Ed Legako was suggested as a possibility, to highlight the connection between the planned Farmer's Market location and the Library.

c. Friends Executive Board Meeting. The next Executive Board meeting will be held prior to the April 27 General Membership meeting.

President Breeden determined that there was no more business to be conducted. The meeting was adjourned.

Respectfully submitted,
Frantzie Couch, Secretary

FRIENDS OF THE LIBRARY
General Membership Meeting Minutes
Monday, January 27, 2020

Present: Jenny Breeden (President), Patty Neuwirth (Treasurer), Kristin Herr (Director, Lawton Public Library), Frantzie Couch (Secretary), Karen Flowers (Vice-President), Brenda Dally, Denise Flusche, Hisako Hampshire, Chris and Ken Horner, Robert Kelso, Ellouise Love, Roy Morgan, Youvonne Newkirk, and guests Mindi Brady, Kathy Hines, Anita Love, Debra Love, Linda Mask, and Tonya Organ.

Speaker: Priscilla Sacks of Mountain Metro AMBUCS spoke about AMBUCS activities.

Minutes: Minutes for the October Executive Board and General Membership meetings were reviewed and accepted as read.

Treasurer's Report: Treasurer Patty Neuwirth presented the Quarterly Treasurer's Report. The Treasurer's Report will be filed for audit.

Director's Report and Funding Requests: Director Herr requested a total of \$14,581.36 in funding; her requests were accepted as approved unanimously by the Executive Board

a. General Programs and Supplies: \$1,500 for supplies, refreshments, and printing for children's, teen, and adult programs, and Friends-related supplies such as print cartridges, paper, laminating film, etc.

b. Friends/Library Canopy Tent. \$750 for a canopy tent for Friends and Library outdoor events. The canopy will be imprinted with "Lawton Public Library" on two sides and "Friends of the Library" on two sides so it can be used for multiple purposes.

c. Library Banner. \$150 for a new vertical banner, to replace the current banner, which displays the old website.

d. Summer Reading Program. \$8,000 in support of the summer reading program, "Imagine Your story!" This will fund 7 performers, activities, and prizes. There will be reading logs for kids, teens, and adults.

e. Fund Drive Reimbursement. \$181.36 to reimburse the library expenses for the annual Friends fund drive (\$86.36 for envelopes + \$95 for printing).

f. Director's Report. Ms. Herr updated the membership on the restroom renovation and talked about the effect it will have on library activities, including the tax preparation program as well as the April Friends meeting. She talked about getting a cash register donated to support use of credit cards as payment at the Book Sale. She suggested having a mural painted on the outside red brick wall facing the parking lot, to bring attention to the Library, and will talk to the Shaw brothers about their interest in taking on the project.

Committee Reports:

a. Chautauqua. Lawton-Fort Sill Chamber of Commerce Conference and Visitors Bureau (CVB) has awarded a grant of \$2,550 for 2020 Chautauqua. Arts for All has awarded a grant of \$1,250.

b. Book Sale. Kristin Herr reported that the 2020 Spring Book Sale will be held in Cache Road Square, next to the Party City location. Signup sheets for volunteers were provided.

c. Soulful Story. Ms. Herr requested up to \$350 in funding for Soulful Story for Buffalo Soldiers presentation of colors ceremony (\$100) and to pay for donation of copies of a children's book about Clara Luper and the Oklahoma City sit-ins to LPS elementary schools (up to \$250). The general membership approved unanimously.

Old Business:

a. Annual Fund Drive. Patty Neuwirth's Treasurer's Report shows that that \$6,400 has been received so far from the annual fund drive. Apache Casino made a substantial donation.

b. StoryWalk®. The posts for the StoryWalk® installation in Elmer Thomas Park are being installed. The Library is developing plans for Community Health Challenge programs to accompany StoryWalk®, including a Health Challenge Bingo contest, scheduled for 1 March – 15 April.

New Business:

a. Venue for July Friends Meeting. If the construction projects at the Main Library are not completed in time for the July meeting, a location outside of the Main Library will be found.

Upcoming Events:

a. Speakers for Friends Meetings. Vice-president Karen Flowers has arranged for Dr. Ed Legako to speak at the April meeting. He will highlight the connection between the planned Farmer's Market location and the Library.

b. Friends General Membership Meeting – Change of Venue. The next General Membership meeting will be held April 27, 2020, in the Banquet Room of the Lawton City Hall.

President Breeden determined that there was no more business to be conducted. The meeting was adjourned.

Respectfully submitted,
Frantzie Couch, Secretary