

FRIENDS OF THE LIBRARY
Executive Board Meeting Minutes
Wednesday, October 7, 2020

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

Minutes: Minutes for the July 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 \$6,422 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. Building Sign. \$2,400 for a new brushed-steel building sign for the front of the library.

c. Memorial Funds. \$22 transfer for donations to the Friends for the purchase of memorial books .

d. Foundation Grant. \$2,500 in grant money awarded to Friends by the Lawton Community Foundation for the Digital Memory Lab project.

Committee Reports:

a. Chautauqua. Oklahoma Chautauqua is developing a series of six short videos to be used to publicize 2021 Chautauqua. Friends has been designated as an Affiliate Member of Arts for All; the annual Chautauqua program was a major factor in including Friends as an Affiliate Member.

b. Soulful Story. Kristin will have the Soulful Story Committee meet soon to discuss the February 2021 event.

Old Business:

a. StoryWalk®. StoryWalk® has been well-received. The story on display has been changed. There are plans to install 2 more StoryWalk® installations in Lawton parks.

b. Library Mural. Patty Neuwirth requested that Friends members attend a meeting with City planning committees to appeal rejection of the Friends request to have a library-themed mural painted on the west wall of the Library storage building.

c. Lawton Community Foundation Request. Kristin has submitted a grant request to Lawton Community Foundation for \$20,000 for the Digital Memory Lab project.

New Business:

a. Yellow Dot. Yellow Dot is a program to inform emergency workers of medication needs in case of an accident. Jenny Breeden will talk about Yellow Dot at the Friends meeting on October 26. More information is available at <https://okyellowdot.org>.

b. Children's Book Carts Available. Three yellow book carts which are not being used in the children's area are available on a first-come, first-served basis. Patty said she would notify Lawton Public Schools.

c. Annual Fund drive. Kristin Herr requested up to \$500 for envelopes, printing, and stamps in support of the annual fund drive. The Executive Board approved her request unanimously.

Upcoming Events:

Friends Executive Board Meeting. The next Executive Board meeting will be held prior to the January 25, 2021 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, October 26, 2020

Present: Jenny Breeden (President), Patty Neuwirth (Treasurer), Kristin Herr (Director, Lawton Public Library), James Ayers, Denise Flusche, Ellouise Love, Youvonne Newkirk, Becky Robson, Tanya Organ, Megan Stockton, Keri Brammer, Susan Godlove, Rosie (Therapy Reading Dog), Cinna (Therapy Reading Dog).

Speaker: Kristin Herr spoke about the Lawton Public Library's literacy initiatives. Tanya Organ spoke about several of the Children's reading programs. Keri Brammer spoke about Paws with Love Therapy Dogs program.

Minutes: Minutes for the July General Membership meetings were reviewed. Patty Neuwirth moved to accept the minutes; James Ayers seconded. Minutes were accepted unanimously 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 \$6,522.40 in funding. Patty Neuwirth moved to accept the funding requests; Denise Flusche seconded. Funding requests were accepted unanimously.

a. *General Programs and Supplies:* \$1,500.00 for supplies, refreshments, and printing for children's, teen, and adult programs, and Friends-related supplies such as print cartridges, paper, laminating film, etc. The request is higher than the previous meeting's request because the Library has started holding events and programs again.

b. *Building Sign:* \$2,400.00 for the installation of a new "Lawton Public Library" sign on the front of the building.

c. *Memorial:* \$24.05 for memorial books.

d. *Annual Fund Drive:* \$98.35 for supplies for the Annual Fund Drive.

e. *Lawton Community Foundation:* \$2,500.00 grant money for the Family History Memory Lab.

Committee Reports:

a. *Chautauqua.* The 2020 Chautauqua has been rescheduled for 2021. Part of the event may be moved online.

b. *Soulful Story.* There have been some suggestions to look into. The plan is to move forward with the event in person in February.

Old Business:

a. *Storywalk*®. Tanya Organ will be meeting with Ft. Sill officials to talk about putting a Storywalk® on Ft. Sill. A new book has been put out on the current Storywalk® and another will be placed there in November.

b. *Library Mural*. Patty Neuwirth stated that there have been several problems getting the mural accepted. The formal request for the mural next appears on the City Council agenda for October 27, 2020.

c. *Lawton Community Foundation Request*. The request was granted and the Friends received a check for \$2,500 from Dr. McArthur.

New Business:

Yellow Dots. Jenny Breeden passed out information about the Yellow Dot program and explained the helpfulness of this program in case of emergencies. Yellow Dot is a program to inform emergency workers of medication needs in case of an accident. More information is available at <https://okyellowdot.org>.

Upcoming Events:

The next Friends' meeting will take place on January 25, 2021.

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

Respectfully submitted,
Megan Stockton, Asst. Admin.
For Frantzie Couch, Secretary