

Approved 09/16/2021
FRIENDS OF EPLS KEYSTONE
Meeting Minutes
Thursday, July 15, 2021, 6:30 p.m.
EPLS Keystone Branch

Members Present

Patti Baker; Linda Chapin; Lyn Crouse (Director, EPLS) Marcia DeJonge; Eileen French; Mary Karleskint; Cindy Klinect; Debby Krejsa (Keystone Branch Manager); Sue Lewis; Aaron McElwain; Sandra McElwain; Marianne Sommerfelt; Iris Tewksbury; Wendi Zwaduk

CALL TO ORDER

Aaron McElwain, President, called the meeting to order at 6:30 p.m.

Approval of Minutes from June 17, 2021 Meeting – Mary Karleskint, Secretary

Wendi Zwaduk made a motion to approve the June 17, 2021 minutes. Iris Tewksbury seconded the motion. Vote on the Motion: Unanimous Approval.

REPORTS

President's Report – Aaron McElwain

August's Meeting – Three of the Officers will not be able to attend the August 19, 2021 Friends' meeting. Marianne Sommerfelt made a motion to suspend the August meeting. Linda Chapin seconded the motion. Vote on the Motion: Unanimous Approval.

Update on Friends' Membership Tree - Aaron informed the Friends that he hasn't had the opportunity to start building the membership tree. He hopes to have it done by fall. Upon completion, it would be nice to have a Friend celebration. Linda Chapin offered her, Pauline Chaffins, and Ray Dill's services in creating the list of members for the invitations.

Status of Picnic Table in Memory of Mary Klocek – Lyn apprised the Friends that EPLS has finally received the picnic table and the bird feeder. They plan on bringing it out to the Keystone Branch tomorrow. They are presently working on the memorial plaque that will be placed on the picnic table.

Completion of the Flagpole Pathway – Aaron, Sandra, and Mary Gress completed the flagpole pathway. The Friends thanked them for the beautiful presentation of the pathway and all the hard work they put into it.

Treasurer's Report – Iris Tewksbury

Iris reported that the treasury balance as of July 15, 2021 is \$24,827.77.

Membership Report – Wendi Zwaduk

Wendi reported that (at this time) there is no change in the membership numbers.

Sunshine Committee Report – Linda Chapin

Linda reported that get well cards were sent to Marilyn Offenbergl and Paula Pietch who are recovering from surgery. Linda will send an appreciation card to Mary Gress thanking her for her work on the flagpole pathway.

EPLS Director's Report

Lyn reported that the EPLS Library Board of Trustees is conducting a national search to fill her position after she retires the end of October. EPLS is finishing up the new Central Branch. They are expecting to move the administrative offices there on August 2, 2021. The collection is slated to be moved the first

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week of August. Furniture will be sporadic. A private preview tour is being planned for October 1, 2021 (late afternoon/early evening). They will officially open the Central Branch on October 2, 2021. A Grand Opening celebrating the 150th Anniversary (belated due to the pandemic) of the EPLS Library System will be held at that time.

OLD BUSINESS

EPLS Keystone Branch Grand Opening – Debby Krejsa

The EPLS Keystone Branch Grand Opening will be held Saturday, August 14, 2021 from 2:00 p.m. – 5:00 p.m. Debby reported that there will be miniature ponies, Glenn Mittler “The Bubble Guy”, giveaways, and cookies with the library’s logo on them. Linda Chapin and Mary Karleskint volunteered to work the Friends’ membership table from 2:00 p.m. – 3:30 p.m. Notice of the Grand Opening will be placed on the community sign in the town’s square. Aaron will email a volunteer list to the Friends.

Community Movie Night at Lions Park – Aaron McElwain

The Community Movie Night Event will be held on Saturday, August 14, 2021, from 6:30 p.m. – 11:00 p.m. Aaron reported that two food trucks will be stationed at the event. The Village will provide hot dogs and pop. (Any proceeds will be donated to the Lions Club and the Friends). The community will not be charged for the movie. Donations of books can be made to the Friends’ book sale and/or canned goods to the Lions Club food pantry. So far, \$800 has been contributed from the local business. Flyers advertising the event have been made for distribution or posting in the village. Lyn suggested having the flyers available for patrons at the library and maybe some bookmarks for advertising the event. A notice of the Movie Night will be placed on the community sign in the town’s square. Aaron mentioned the possibility of placing an ad in the Rural Urban under the Lion’s Club banner. There will be a need for yard signs as well. The EPLS Library and the EPLS Keystone Friends will share a table that will be set up outside under their tent. Lyn Crouse, Marcia DeJonge, Sue Lewis, and Iris Tewksbury volunteered to help out with book donations, membership literature and applications. Aaron will email a volunteer list to the Friend membership.

Book Collection and Sorting – Wendi Zwaduk

Wendi reported that as of July 15, 2021, 2,660 books were sorted and moved to the storage room. We currently have a total of 17,844 books in storage (not counting dvd’s, cd’s, puzzles, and games).

Books and Brunch Spring 2022 (Tentative Date Saturday, April 23, 2022) – Wendi Zwaduk

Wendi mentioned that a committee will need to form by December in order for them to begin formalizing plans for the event.

2021 Book Sale (November 15-16 Set Up; November 18-21 Sale) – Wendi Zwaduk

Wendi reported that Mary Kay Gates, the Village, and the KEY Collaborative are currently working on the community scavenger hunt to be held on the Saturday (November 20th) of the EPLS Keystone Friends’ Book Sale. Wendi also reported that the Book Sorting Crew discussed the set up for the book sale, and they recommend using the general layout we had two years ago. They also would like to move some of the boxed books from the storage room to tables in the back hallway of the gym to clear some space and to facilitate set up for the book sale days.

Advertisement for the Keystone Branch Library – Friends’ Facebook Page – Wendi Zwaduk

Wendi reported that, for the month of July, promotional postings were made to the EPLS Keystone Friends’ Facebook Page to encourage the community to visit the library. July 1-10 focused on

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Celebrating the Fourth of July; July 11-17 focused on National Ice Cream Month; July 18-31 focused on EPLS Summer Reading Program; local sites for book donations; reading challenges; our Little Free Library; and library hours.

NEW BUSINESS

Friends Banner

Wendi mentioned that the Friends' Banner needs replacing because it curls and is getting old. Aaron asked Wendi to secure some price quotes for a new one.

Library Raffle Basket Drawing

Wendi brought up the subject of the Library Raffle Basket Drawing that she mentioned briefly at the May 20, 2021 Friends' meeting. She suggested having a basket drawing for children (school supplies) and one for adults (reading items) at the Keystone Branch. The baskets could be placed in the entrance of the Branch and promoted on the Friends' Facebook Page to encourage the community in patronizing the library. The Friends could donate items for the basket. At this time in the meeting, the Friends discussed the timing of holding the raffle in the library. The group thought it would be a good idea to start the raffle at the Grand Opening and conclude it August 30th (first day of school) at which time the drawing would be held for both baskets. Iris Tewksbury made a motion to move forward with the basket raffle in August. Marianne Sommerfelt seconded the motion. Vote on the Motion: Unanimous Approval. The Friends agreed to try the basket raffle for a month to see how it goes, and to provide \$50.00 from the Treasury towards the basket supplies.

Library Staff Appreciation Basket

Wendi brought up the subject of the annual Staff Appreciation Basket that the Friends present to the Keystone Branch Library Staff. Because of the pandemic, a basket wasn't put together last year. It would be nice to start up this tradition again since the new library has been open to the public for a while. Debby will look into the types of items that could be donated for the basket.

Book Nook Snacks

Wendi suggested that the Friends provide snacks for the Book Nook's monthly meeting to promote membership for the Friends. Debby mentioned that the Keystone Branch usually spends around \$10-\$12 a month on refreshments for their library programs. Cindy Klinect made a motion to set aside \$15.00 a month to be used for the Book Nook snacks. Sandra McElwain seconded the motion. Vote on the Motion: Unanimous Approval.

National Night Out

Aaron informed the Friends that a National Night Out is being held on the Village Square Tuesday, August 3, 2021 at 6:00 p.m. The Fire Station doors will be opened to the public and the Keystone High School Band will be playing that evening. This would be a good opportunity for the Friends to come out and talk with the community.

ADJOURNMENT

Wendi Zwaduk motioned to adjourn the meeting. Linda Chapin seconded the motion. Vote on the motion: Unanimous Approval. Aaron McElwain, President, adjourned the meeting at 7:57 p.m.

Respectfully Submitted by Mary Karleskint, Secretary 07/17/2021