

APPROVED 7/18/2024
FRIENDS OF EPLS KEYSTONE
Meeting Minutes
Thursday, June 20, 2024, 6:30 p.m.
EPLS Keystone Branch

Members Present

Kathy Burrer; Marcia DeJonge; Eileen French; Mary Gress; Linda Gribben; Sylvia Hack; Theresa Henderson; Mary Karleskint; Cindy Klinect; Debby Krejsa (Keystone Branch Manager); Sue Lewis; Sherry Marang; Paula Pietch; Marianne Sommerfelt; Iris Tewksbury; Wendi Zwaduk

CALL TO ORDER

Wendi Zwaduk, President, called the meeting to order at 6:31 p.m.

Approval of Minutes from May 16, 2024 Meeting

Kathy Burrer made a motion to approve the May 16, 2024 minutes. Mary Gress seconded the motion. Vote on the Motion: Unanimous Approval.

The Friends introduced themselves to the newest members Theresa Henderson and Sherry Marang.

REPORTS

President Report – Wendi Zwaduk

Wendi is currently working on the financial side of the membership application to get it online. Ken Sooy did finish writing up his historical narrative on our library. It is being proofread by some of our members at this time. When completed, it will be signed and framed on parchment.

Vice President/Membership Report – Kathy Burrer

Kathy announced that Theresa Henderson handed in her membership form and dues tonight. We now have a total of 52 members for 2024.

Treasurer Report – Marcia DeJonge

Marcia reported that there was a deposit of \$40.00 for dues made this past month. There was the bank fee in the amount of \$5.00. That leaves us with an ending balance of \$9,410.58.

Sunshine Committee Report – Linda Chapin

Wendi Zwaduk reported for Linda Chapin in her absence. A get-well card was sent to Restaurant Operator, Karen, of the Bulldog Pub and Grill in Lagrange. Member Ray Dill broke his hip and is rehabilitating in the local nursing care facility.

EPLS Director Report – Jennifer Starkey

Debby Krejsa reported for Jennifer Starkey, in her absence, on the following branch updates: There's been some key changes on EPLS' meeting room policy. Room reservations can be made up to 7 days in advance (as opposed to 30 days previously), and can be approved by any of our branch managers. And, there is no charge, anymore, for using the conference or study rooms. Macy Southard is our new Administrative Assistant. The new furniture for the Keystone Branch (requested in March 2024) is arriving next Monday. The cattails have been safely removed from our retention pond. Neil Zurcher surprised us with his unexpected appearance at our June 10, 2024

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Keystone program on “Overview of One-Tank-Trips”. The Lorain Morning Journal contacted Debby to do a story on her as branch manager and her upcoming retirement.

The new Children’s Librarian, Rachel, has made the following requests for the children’s room: A Table-Top Light Box in the amount of \$224.95; A Sensory Bin in the amount of \$69.98; A Storytime Rug in the amount of \$149.00.

Sylvia Hack made a motion that the Friends donate \$224.95 toward the Table-Top Light Box for the children’s room. Kathy Burrer seconded the motion. Vote on the Motion: Unanimous Approval.

Kathy Burrer made a motion that the Friends donate \$69.98 toward the Sensory Bin. Sue Lewis seconded the motion. Vote on the Motion: Unanimous Approval.

Iris Tewksbury made a motion that the Friends donate \$149.00 toward the Storytime Rug. Marianne Sommerfelt seconded the motion. Vote on the Motion: Unanimous Approval.

OLD BUSINESS

Book Collection and Sorting

Wendi Zwaduk informed the Friends that the audio books, CDs, and DVDs were moved to the storage room due to the sorting room getting congested with donated items.

Book Donation Drop-Off Date at LaGrange Village Municipal Building

(Saturday, June 22, 2024, 9:00 a.m. – 12:00 noon)

Wendi Zwaduk passed the volunteer job list around to the Friends during the meeting.

School Supplies for Back-to-School Backpack Giveaway (Raffle Drawing end of July)

Wendi Zwaduk passed around a colorful advertisement she made for the library raffle drawing on the backpacks. She was able to purchase 3 backpacks with the money that was donated from the members. The backpacks are packed with school supplies and are ready for the drawing. The raffle tickets are available to children from infant to 16 years old through the end of July. Wendi read an article she sent into the Rural Urban Record. She will try to get a photo of the backpacks for the advertisement as well.

Landscaping Around Keystone Library Branch – Status of EPLS’ Maintenance Work

EPLS Facility Services will be purchasing \$1,000 worth of plants, flowers, mulch, and fertilizer for landscaping around the Keystone Branch building. EPLS is asking for the Friends to fund half the cost. Maintenance will do the landscaping as soon as they receive the funding.

Marianne Sommerfelt made a motion that the Friends accept EPLS’s recommendation that the Friends donate \$500 to the library for landscaping around the Keystone Branch building. Iris Tewksbury seconded the motion. Vote on the Motion: Unanimous Approval.

Evergreen Replacement Tree – Status of EPLS’ Acquisition of Tree

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As a follow up to May's decision in purchasing an evergreen tree from Pandey's Garden Center, Wendi Zwaduk recommended that the Friends purchase the Baby-Blue-Eyed Spruce (4 feet tall and 8 feet around) at the total price of \$700.00 (includes delivery and planting).

Kathy Burrer made a motion that the Friends spend \$700.00 to purchase the tree. Linda Gribben seconded the motion. Vote on the Motion: Unanimous Approval.

Advertising for the Keystone Library Branch – Wendi Zwaduk

Advertisements of Drop-off-Day are being placed in the Rural Urban Record during the month of June. As reported in the agenda item on the backpack giveaway, that will be advertised in the Rural Urban Record as well as on Facebook.

Summer Staff Appreciation Day

Debby Kresja will get back with Wendi Zwaduk about the date and time to provide lunch for the library staff. Subway was chosen as the provider for the lunch tray.

Little Free Library in LaGrange Circle

This a follow up to the email notice from the Stewards of the Little Libraries stating our Little Free Library in the LaGrange Circle is not on their app. Mary Karleskint reported that our Little Free Library is still standing and filled with books. This evening, Wendi Zwaduk will be spraying the wasp nest that is attached to it. This fall, the Little Free Library will be taken down to be repainted and the handle redone. Wendi knows of a person that can do 3-D printing of fire station dogs to be placed on the side of it.

NEW BUSINESS

Debby Krejsa's Retirement Farewell

The Keystone Library is planning to hold Debby Krejsa's (Branch Manager) Farewell toward the end of July during their Open House. Wendi Zwaduk asked the Friends to contact her with suggestions for a gift.

August Membership Meeting Cancelled

Just a reminder that the August 15, 2024 membership meeting is cancelled.

ADJOURNMENT

Kathy Burrer motioned to adjourn the meeting. Iris Tewksbury seconded the motion. Vote on the motion: Unanimous Approval. Wendi Zwaduk, President, adjourned the meeting at 7:22 p.m.

Respectfully submitted by Mary Karleskint, Secretary (07/07/2024)