

# Board of the Friends of Brandywine Hundred Library

Minutes of the Meeting held Tuesday, May 12, 2015

**Members Present:** Kay Bowes, Mary Bowler, Kate Cummings, Paula Evans, Agnes Galvin, Martha Gessler, Angie Holodick, Richard James, Claire Kantar, Michelle-Masitis Mooney,

**Members Absent:** Lynne Rosa, Natalie Burke

**Also present:** Jean Kaufman, library manager and one guest FBHL member, John Fulgoney

**Welcome and Announcements** Richard James (vice-president) welcomed everyone and began the meeting.

## **Approval of Minutes**

The April 2015 minutes were approved with one change.

**Treasurer's Report:** Money Market Account Balance: \$53,865.03

Checking Account Balance: \$2,349.49 See attached sheet for details.

## **Library Manager's Report**

- Jean Kaufman reported that an *Open Mic* session was held at the library in April. Fifteen writers shared their work and provided feedback for each other.
- The Brandywine Hundred Chess Group has been very successful (26% growth in 2014.) The group has won numerous trophies and attracted new patrons to the library.
- The Friends' Opera Delaware Program featured an aria from *Carmen* sung by the soprano and a talk by the director on the financial challenges opera companies face today. Forty-five people attended this event which included refreshments and a take-home carnation. We thank Martha Gessler (Program Committee Chair) for her hard work in making this such a successful event.
- The library has received a thank-you note from school children in Uganda who were sent unsold books from the library.
- Ms. Kaufman requested that the Friends' purchase a moveable display case which will be used to highlight program-related initiatives, such as trophy awards for the chess club, finished projects from quilting programs and craft projects from children and teen programs. The case can also be used to highlight Friends' activities. It will be placed upstairs in the library. The estimated cost of the case is \$675.00.
- Richard James moved, Kay Bowes seconded that the Friends' allocate \$675.00 for the purchase of the display case for the library. It was approved unanimously.

### **Membership Team Report**

- Mr. James reported that 11 people have sent checks in the mail. Two people registered online.
- Five hundred postcards were sent to former members who have not renewed in the last two years. We used Vista Print at a total cost, including postage, of \$233.00
- Angela Holodick has helped complete the Friends' display in the library, which features our tote bag and pencils. Ms. Holodock requested approval for the purchase of a plant from Michaels' to finish off the display. Kay Bowes moved and Martha Gessler seconded a motion that the Friends' authorize up to \$100.00 to buy a plant for the Friends' display. The motion was passed unanimously.
- Mary Bowler proposed that \$6,000 be moved from the money market account to the checking account to hold us over for the summer as we expect to incur several expenses next month, including an invoice from the Brandywine Garden Club that maintains the beautiful Children's Garden.

### **Code of Conduct**

- Agnes Galvin distributed copies of a code of conduct that all board members will be required to observe in future.
- All members present signed copies of the code which will be stored with the minutes.

### **Advocacy Group**

- Kay Bowes reported that she had been to Washington and talked with aides to the Delaware senators. They were supportive of the library and said that the state receives funding for library service through the Technology Act. Christina School District is planning to remove librarians from its schools and replace them with teachers. Library advocates should send letters of protest to these school districts.
- The Council for School Libraries, with the support of Delaware Department of Education, is planning to introduce legislation to put a librarian in every school.
- Ms. Bowes stressed the importance of all libraries providing computer service for all state residents, including migrant workers.
- Ms. Bowes also attended the joint annual conference of the Maryland and Delaware Library Association. Challenges to Intellectual Freedom were discussed, in the light of complaints from parents.
- Ms. Bowes used a story-telling technique to illustrate that, without guidance from a librarian, students will fail to learn the reference skills that enable them to locate information, resulting in failing grades until librarians are given back their jobs.
- As the Delaware Library Association is searching for ways to enlarge its membership, Ms. Bowes proposed that the Friends' fund membership for all full-time and paraprofessional staff at Brandywine Hundred Library. The staff at BHL would be an asset to the association, and

membership would help build community at the library. The cost would be minimal each year: \$295.00

- It was agreed that the Friends' would fund any interested paraprofessional staff for a trial period of one year at \$15.00 per person. However, the board felt that the professional staff should pay their own membership fees. As the county has a *No Gifts for County Employees* policy this decision would have to be approved.
- Ms. Bowler moved that, subject to clearance by the county, the Friends would fund up to \$300 to pay dues for paraprofessional staff who are interested in joining the DLA.

### **Program Committee**

- Martha Gessler reported that she has met with Ms. Kaufman and Greta White to discuss program submission dates for the *Happenings Editorial Calendar*; programs for winter 2016 must be submitted by August 14, 2015. This means that any Friends' programs must meet this deadline in order to be included. However, the Friends' can fund programs at short notice that are not listed in *Happenings*
- The Friends' are supporting the two final summer concerts this year, but, to increase our visibility, we will have a Friends' Table staffed by two board members at each concert. The following members volunteered for the first three and need to be at the library from 6:30 – 8:00 PM. In bad weather, the concert will be moved inside.  
June 17 Kate Cummings and Agnes Galvin  
June 24 Kay Bowes and Mary Bowler  
July 1 Kay Bowes and Richard James
- The Friends' will provide ice-cream at the final concert. Hy Point Farms did a good job last year so we will use them again.
- If the Friends' want to schedule programs at short notice, too late for inclusion in *Happenings*, we can send an e-mail blast to members.
- Jean Kaufman stated that one of the most successful programs this year was the talk by *The Peacekeepers*, organized by Martha Gessler. It proved to be timely in view of disturbing events occurring across the country and was much appreciated by the audience.

### **Garden Report**

- Claire Kantar reported that she has met with several resources including the DE Center for Horticulture, the UD Extension, Delaware Nature Center, and Dan Benarcik, the landscape artist of Chanticleer fame.
- She has identified three possible choices to improve the garden to provide more year-round interest, more plant variety, and less maintenance.
  1. Have dead plants removed and continue the status quo for \$2000 per year
  2. Renovate partially over time as budget allows
  3. Total Renovation including the staff entrance by a landscaping artist at a cost of \$10,000-\$20,000.
- **Recommendation:** Option 3. Invite Mr. Benarcik to present his total renovation plan at the June meeting.

- He would create a native-plant garden that would be virtually self-sustaining after a few years, reducing maintenance costs and saving water. As he lives opposite the library, he would not charge us for drawing up a landscaping plan.
- The new garden could be used as an educational tool, with corresponding programming by plant experts, resulting in increased library usage and heightened public awareness of the Friends.
- It is possible to obtain grants that would cover partial costs for this project. Agnes Galvin indicated that she is willing to write a grant for this purpose.
- Richard James led the discussion, advocating the need for a big fundraiser to raise money for the project.
- Mr. James pointed out that Mr. Benarcik is an artist and will not allow changes to the plan without his approval.
- Mr. James moved that the board invite Dan Benarcik to give a presentation at the June meeting. It was passed unanimously.

#### Old Business

- Michele Masitis Mooney received an invoice for \$80.00 for the PO Box.
- Bag sales totaled \$174.00 last month.

#### Motions Passed

- Richard James moved, Kay Bowes seconded that the Friends' allocate \$675.00 for the purchase of the display case for the library. It was approved unanimously.
- Mary Bowler moved that, subject to clearance by the county, the Friends would fund up to \$300.00 to pay dues for paraprofessional staff who are interested in joining the DLA.
- Richard James moved to invite Dan Benarcik to give a presentation at the June meeting.

#### Proposal

Ms. Bowler proposed that \$6,000 be moved from the money market account to the checking account to hold us over for the summer as we expect to incur several expenses next month, including an invoice from the Brandywine Garden Club who maintain the beautiful Children's Garden.

A motion to adjourn was made at 8:30 PM.

The next meeting will be held on June 9<sup>th</sup> at 7PM in the library.

Respectfully submitted,

Agnes M. Galvin



