

FRIENDS OF THE HANNIBAL FREE PUBLIC LIBRARY

Board Meeting: October 21, 2021, 5:15 p.m.

Present: President Carol Bridgeman, Vice-President Harriet Grubb, Secretary/Treasurer Hallie Yundt Silver

President Carol Bridgeman called the meeting to order at 5:20 p.m.

Moved by Carol Bridgeman and supported by Harriet Grubb to approve the minutes of the Friends Board meeting of October 24, 2019. Motion carried.

Moved by Carol Bridgeman and supported by Harriet Grubb to authorize payment of the following invoices: 2021 Kick-Off Supplies in the amount of \$24.95, and reimbursement to Hallie Yundt Silver for Melody Christals' graduation card and Jessica Voepel's graduation and farewell gift cards, totaling \$75.00. All invoices are payable to Hannibal Free Public Library with Hallie's reimbursement deposited in the Library's Silver Family Fund. Motion carried.

Hallie Yundt Silver reminded the Friends Board that a contribution of \$25 to \$30 to the Library needed to be made in calendar year 2021 to make filing the Federal 99PF easier.

Moved by Harriet Grubb and supported by Carol Bridgeman to adjourn. Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Hallie Yundt Silver, Library Director, Hannibal Free Public Library, and
Secretary/Treasurer, Friends of the Hannibal Free Public Library

FRIENDS OF THE HANNIBAL FREE PUBLIC LIBRARY

Annual Meeting: October 21, 2021, 5:30 p.m.

Present: President Carol Bridgeman, LeAndra Bridgeman, Jack Gardner, Vice-President Harriet Grubb, and Secretary/Treasurer Hallie Yundt Silver.

Friends President Carol Bridgeman called the Annual Meeting of the Friends of the Hannibal Free Public Library to order at 5:30 p.m. Carol Bridgeman greeted and welcomed returning members. Dues were collected, and the new brochure was distributed.

Hallie Yundt Silver provided the Membership Report. She reported there were four individual and one family membership who had paid this year's dues. She said she had paid the invoice for the Friends' Biennial filing with the State in lieu of dues. She also reported there was one lifetime member. Based on the paid memberships, she reported that a quorum was present at the Annual Meeting. She reported that one additional individual membership had been received in the mail. There was consensus that the Membership Report would stand as read.

Discussion followed on how to attract more Friends. Ideas included a membership drive, a booth at the Senior Fair, signs around the Library, brochures at the Front Desk, and tucking brochures into each patron's checkouts during Library Card Sign-Up Month each September.

Moved by Hallie Yundt Silver and supported by LeAndra Bridgeman to table the Minutes of the previous meeting of October 24, 2019. Motion carried.

Hallie Yundt Silver provided the Financial Report. She indicated that highlights of last two years' finances included:

- v Sales tax of \$0.33 was paid in January 2020 by Hallie Yundt Silver. Since this was a donation, it is not shown in the Financial Report.

- v The sales tax form for 2020 was submitted in January 2021 showing no sales.

- v The 990-PF for 2019 was submitted in January 2020 and submitted on paper. The 990-PF for 2020 was completed in January 2021, printed, and a copy was mounted on the website. Electronic filing was required and Hallie Yundt Silver was unable to complete the filing. The IRS has recently contacted her about it. She has submitted it on paper, but it is unknown whether it will be accepted.

- v Biennial NonProfit Report (filed with Missouri Secretary of State) was filed in in October 2021. Hallie Yundt Silver paid the \$35 fee personally. Since this was a donation, it is not shown in the Financial Report. (The next report is due August 2023.)

- v Revenues from the last two fiscal years included the 2021 Summer Kick-Off fundraiser, small donations, and some dues. We did not attempt to collect dues in 2020, but some Friends did pay their dues. Two packs of note cards were sold in June 2021, and \$20 needs to be deposited. Expenditures last fiscal year which have been invoiced but not yet paid include: \$24.95 for 2021 Kick-Off Supplies, and \$75 reimbursement to Hallie Yundt Silver to cover the purchase of three gift cards given in honor of Jessica Voepel's high school graduation, Melody Christal's MACC graduation, and Jessica's farewell gift. All reimbursements are payable to the Library with Hallie's reimbursement going into the Library's Silver Family Fund.

- v \$1,111.72 will remain in the savings account once invoices are paid. The \$20 from the note cards and dues will be deposited, which will increase the balance.

There was consensus to accept the Financial Report.

Hallie Yundt Silver provided the Director's Report. She offered the following information:

- The time of the Annual Meeting was moved to 5:30 p.m. in hopes that more Friends could participate. There was consensus to continue scheduling the Annual Meeting at 5:30 p.m. on the third Thursday of October.
- Friends page on the Library website would be updated soon.
- The Friends Brochure was updated. Copies were distributed.
- Eventually there will be walls around the workroom behind the Front Desk.
- The Library is completely out of space to shelve books and other materials. The collection is undergoing a major weeding.
- During the pandemic, the Library discovered it was safer and easier to charge \$3 a bag at book sales and take payment at the Front Desk. We want to continue this method. Friends could help by tidying the sale area and putting out more books as table space opens up.
- Take and Make craft activity kits proved popular during Curbside Service. They remain popular today. Friends could help assembling kits.
- New additions to the Missouri Room physical and digital collection include the newspaper's photo morgue, scrapbooks from the City Clerk's Office and HCVB, the Journals & Business Records of R. D. Brewington, and "The Girl Graduate" diary of Neva Nadine Northam Dumont, 1907. (Show & Tell) Mary Lou Montgomery is donating a series of local history columns, too. Once we get better organized, volunteers could help transcribe Mr. Brewington's records. There are several other projects that could use some volunteers, too.
- The Library Board established a Programming Gift Account to which donations to the principal are invited. Interest earned will be used for programming by the Library. A memorial donation provided the initial \$10,000 of the principal.
- Caitlin Greathouse fundraised cash for SRP prizes was just over \$2,700 in 2020 and \$2,640 in 2021. Many coupons and other prizes were also received. Summer 21 was successful with 480 children and teens reading 13,542 hours/books, and 105 adults reading 1,229 books and audiobooks. Distribute statistics sheet. Friends assisted with Kick-Off with the fundraiser and participated in the program.
- As we open up more and more in recovery from COVID lockdown, Friends will again be able to provide volunteers for the Library's larger programs.

The Open House on November 4th was discussed. Hallie Yundt Silver invited Friends to attend and to promote the organization.

Hallie Yundt Silver nominated Leandra Bridgeman as President for 2021-2022 and Harriet Grubb as Vice-President for 2021-2022. Harriet Grub nominated Hallie Yundt Silver as Secretary/Treasurer for 2021-2022.

Moved by Jack Gardner and supported by Carol Bridgeman to close nominations and elect by acclamation Leandra Bridgeman, Harriet Grubb, and Hallie Yundt Silver. Motion carried.

Because of the change of Officers, it was determined that the Bank Resolution needed to be updated.

Discussion followed on a coloring contest sponsored by the Friends. Hallie Yundt Silver suggested that Library staff be involved in the program's design. She said she would report to the Friends Board about it. Prizes in the amounts of \$5, \$10, and \$15 were discussed.

Moved by Jack Gardner and supported by Leandra Bridgeman to contribute \$25 to \$30 toward a Library project in calendar year 2021. Motion carried.

Moved by LeAndra Bridgeman and supported by Carol Bridgeman to adjourn. Motion carried.

The meeting adjourned at 6:25 p.m.

Respectfully submitted,

Hallie Yundt Silver, Library Director, Hannibal Free Public Library, and
Secretary/Treasurer, Friends of the Hannibal Free Public Library