

Friends of ImagineIF Libraries
Meeting Minutes for September 21, 2023
ImagineIF Library Kalispell

F. McAlister called the Friends of ImagineIF Libraries (FOIL) meeting to order at 12:00 PM with 15 members present.

Attendees: Roxie Lehl, Francy McAlister, Janice Kalvig, Cindy Roberts, Patti Young, Kaysee Sklany, Charlene Hazlett, Jill Carlberg, Laura Hill, Tony Edmundson, Barbara Boorman, Michele Tohtz, Rebecca Johnson, Diane Taylor-Mahnke, and Carmen Cuthbertson.

Minutes from May Meeting – J. Carlberg, Secretary

Minutes were emailed after the last meeting to members. M. Tohtz moved to approve; R. Lehl seconded. Minutes were approved by all with no changes.

Treasurer's Report – L. Hill, Treasurer

FOIL has a balance of \$20,622.09 in our account. Gross income from the Book Sale is \$12,000.57 and the net profit is \$10,266.12.

The 2022 Audit and 2023 budget was missed during a time of transition of the treasurer position. Laura presented a proposed budget for 2023 (see separate attachment) for the group to review and discuss. The group discussed adjusting:

- Donations to ImagineIF from \$10,000 (\$6,000 of which was already donated in 2023) to \$16,000 with the good news from the Book Sale.
- Adding \$50 to Humanities Montana was a budget line; discussion and approval to spend that amount will be held at a future meeting.

C. Edwards moved to approve the 2023 budget with the stated changes; J. Carlberg seconded. All approved with no opposed and the budget was approved.

In January, Joan Gates and Adele Murphy will audit both 2022 and 2023 for FOIL.

Old Business

Spring Festival – J. Carlberg

Now that the book sale is over, Jill will reach out to those who volunteered to start planning our 2024 Spring Forward Festival.

FOIL Book Shelf in the Library – T. Edmundson, Public Services Librarian ImagineIF Libraries

The Library can have a book shelf for FOIL! The vending machine will be going, and we will be able to have a book shelf there from which we can sell books year-round. Tony is developing a project brief to recommend how we can best operate the shelf, keep the money collected secure, etc. Tony will be sharing the plan with Wendy Lauman and Francy.

Committee Reports

Book Sale – R. Lehl, Vice President

The sale went extremely well. We had less books than prior years and still did great, making \$12,000 gross and not having tons of books left over to store! Thank you to everyone who volunteered to help with any aspect of the sale – your enthusiasm, time and energy made a big difference to our success, and we appreciate you! We also acknowledged the big help that we received from WBC, with four of their men helping us move boxes from storage to the mall for set-up. A card was passed around for the members present to sign. Jill raised an idea that she and Adele Murphy had to the group, asking if members personally would consider donating any money to give an individual gift card/ gift of money as thanks to each man who helped. Some expressed an interest in contributing. Please contact Adele or Jill (jillmt60@gmail.com) if you would like to contribute by Wednesday September 27. The thank you gift will be presented to the men from WBC as a "Thank you from FOIL Membership."

Some have raised the question of whether or not FOIL should continue having the annual sale and the group present gave a resounding "yes"! The group then discussed the many things we should consider as move forward, in the spirit of continuous improvement:

1. We will always need as much help with set-up and take-down as we can get. We should think of other places and people that may help. Carmen mentioned that we should check out CryJ as they might assign community service to the young people there.
2. – Should we sort through books in the storage unit now, as there are less books and they did not sell at the sale? We might be able to weed some out and also sort through the right books for the library shelf and perhaps to donate to other groups. It was agreed that we should, and Roxie will be sending out an email to all members with a date to have a sort at the storage unit.
3. Having no tablecloths at the sale was great!
4. Sierra and Char had the good idea to ask people at the sale how they heard of it. Some answers: Saw signs. Word of mouth. Social media. Other thoughts were raised on awareness: Should consider developing our own email distribution list – gather names and emails of people who would like to be informed of our events. Local radio interviews. Signs in groceries. Making our flyers bigger so they stand out. Send flyers to district 5 and county schools. Share with FVCC (which Barb did this year). Flathead Co-op magazine. The County has a public awareness officer (Kim Grieser) who might be able to help ups.
5. We should make new signs for the event which share our hours and our pricing.
6. Have two people conduct the count of the daily intake at the event (rather than one person taking the money home to count). Always have an escort with the person transporting the cash.
7. Let all volunteers know about the pizza event at the end of the sale on Sunday so they can join.
8. Becca offered to make a sign with a visual for our next sale that explains how the funds made at the sale are used and what a difference they make.

If you have ideas or comments to share, please let us know. It was wonderful to see all the people of all ages and backgrounds who came to the sale – it is a great service to the community.

Jill will write a press release to share the story of the sale and its success with our local papers.

Our storage unit is up for renewal in early October. If we pay for 6 months, we will get the 7th month free. C. Hazlett made a motion to pay \$420 for the storage unit for 6 months; B. Boorman seconded it. All agreed with no dissent.

Membership – R. Lehl

Three new members joined during the sale.

Homebound Program – M. Tohtz

The Buffalo Hills coordinator has been injured and someone else has stepped in to help. Buffalo Hills has its own small library and may be interested in taking some of our books.

The program has stable patrons and volunteers. If you are interested in volunteering to deliver and pick up books and other materials from the library to someone who needs help, please call one of the program's coordinators listed below:

Michele Tohtz, Kalispell Homebound Coordinator, [406.871.1533](tel:406.871.1533)

Marylane Pannell, Kalispell Homebound Coordinator, [406.871.7613](tel:406.871.7613)

Columbia Falls Homebound Program may need a new lead. **Please contact us if you are interested.**

ImagineIF Library – T. Edmundson and B. Johnson, Public Services and Children's Librarians, ImagineIF Libraries

Things are going well at the libraries. People are signing up for cards at a high rate and satisfaction seems good. New programs for kids have been starting and they are seeing a lot of growth.

Thank you to FOIL for holding the sale and doing what you do. The funds you provide help the staff be able to put on their programs and think creatively as they can rely on the funding provided to buy items that they need. It makes their jobs more fun, and the kids love it – Thank you!

The security firm at the library has increased their hours from 21 to 35 a week starting in August. They are a wonderful team, and the staff work very closely with them. The security guards have been reassuring presence in the library. Stressful situations have reduced dramatically, and the staff can focus on their jobs and providing library services.

In previous meetings, we discussed increasing what FOIL provides to ImagineIF for staff milestones and recognitions. ImagineIF asked for the amount to be raised from \$350 to \$500 annually. They use the funding to recognize birthdays and career milestones and purchase bulletin boards supplies.

L Hill moved that we authorize \$500 for the stated activities in calendar year 2024, to be paid in November; J. Carlberg seconded. All in favor, none opposed.

ImagineIF Foundation – S. Busse, Executive Director

Not present.

Officers 2024-2026 & Bylaws– F. McAllister, President

We are seeking new officers for three officer positions – President, Vice President, and Secretary. Please consider taking on one of these roles for a two-year term, starting January 2024. If you want to discuss any of the positions, please reach out.

J. Carlberg raised her hand to be president. L. Hill confirmed she would stay on as Treasurer, starting with this new term. K. Sklany raised her hand to be vice president. We still need someone for the secretary position – please consider joining the Executive Team of FOIL for the next two years. We will vote on the positions at the next meeting.

FOIL By-laws – F. McAllister

FOIL should review its by-laws in January. The current by-laws will be sent with the minutes for members to read.

Book Club -C. Hazlett

We had a great turn-out at our September meeting. With one new member, we have around 13 regulars at the meeting. The book for October is *Migrations* by Charlotte McConaghy. The book list for the complete season is available on our website: www.imagineiffriends.com

The next meeting is October 10 at 3:00 PM.

Mark your Calendars:

Next FOIL Meeting: October 19 at noon in the meeting room at ImagineIF Kalispell.

ImagineIF Trustees Meeting: September 28 at South Campus Conference Room (40 11th Street W in Kalispell) at 9:00 AM.

Book Club: October 10 at 3:00 PM at ImagineIF Kalispell.

Francy adjourned the meeting.

Jill Carlberg, Friends of ImagineIF Libraries, Secretary