

## Friends of the Summerville Library (FOSL) November 18, 2014

The monthly meeting of the Friends of the Summerville Library met on Tuesday November 18, 2014. The meeting was called to order at 7:00 pm. Note: The monthly meeting was one week later than normal due to Veterans Day falling on the previous Tuesday.

### **In Attendance:**

Autumn Reid, President  
Ellen Hyatt, Summerville Writers Guild Liaison  
Janet Kille, Member  
Harriet Little, Member  
Cathy Coffee, Membership/Book Sale  
Becky Westfall, Library Liaison  
Carole Brier, Secretary  
Anne Gleason, Treasurer  
Carol Brummett  
Beverly Brockman, Member  
Mevelyn Williams, Member  
Gail Massaco, Member  
David Rison, Advocacy

### **Agenda:**

1. President and Publicity reports (Reid)
2. Treasurer's report (Gleason)
3. Library Liaison report (Westfall)
4. Advocacy Committee (Rison)
5. Membership Committee report (Coffey)
6. Book Sale report (Coffey)
7. Fundraising/Events Committee (Ward)
8. Hospitality Committee report (Brummett)
10. Summerville Writers Guild Liaison (Hyatt)
11. Unfinished business (Reid)
12. New business (Reid)
13. Upcoming meetings/event dates
14. Adjournment

### **President's Report (Reid)**

- September and October minutes were approved. Ann made the motion and Gail seconded.
- I am continuing to evaluate the cost of the upcoming book sale. The American Legion Post in Summerville is the likely location. They will provide the tables so we don't have to rent them. Currently, insurance is the next part of the process. Flyers have been created for the next tea on February 22, 2015. Process has begun for archiving information on the website, the holidays will provide more time to continue the execution of this plan. A flyer has been placed in the display case, advertising the next tea that features Judy Watts and her new novel. Ellen Hyatt and I

revamped the membership letter in the hope that it will encourage new membership and encourage volunteer participation. It is all on one page. The expectation is that it will be used in the New Year.

### **Treasurer's Report (Gleason)**

- Treasurer's report at the end of the minutes.
- \$40.00 received from Monster Records for LP records has been credited to the book sale. The manager suggested that we put the records out at the next book sale as people often look for music from other eras.

### **Library Report to Friends of the Summerville Library (Westfall)**

#### ***Lives Change @ Your Library!***

- Did you see the article Ellen wrote introducing the series, "Lives Change @ Your Library"? A second article was submitted this week to the paper featuring a tutor who regularly uses the library. Look for it! (The article was presented to the membership at this meeting.)
- New staff members: Tammy O'Sullivan is new at the circulation desk and Bethany Greene is taking care of folks in the computer center. Both work mainly afternoons and evenings.
- We are advertising for a shelver to begin in December. Applications will be accepted through tomorrow afternoon. One hundred applications have been received for the shelver position.
- **TLC from Dorchester County and Trident United Way:**
- The long-awaited parking lot project is almost complete. Three days of work have new asphalt in place and striping should be done very soon.
- Teams from the U.S.Army's 841st Transportation Battalion and NBSC painted, spread pine straw and cleaned windows for us on the Trident United Way Day of Caring 11/14/14.
- These gifts of time and effort towards the library, like the work of the Friends, make this truly a community library. Every volunteer helps to make us better!
  - **Holiday Closings:**
    - November 27-30 – Thanksgiving
    - December 24-28 – Christmas
    - January 1st – New Year's Day

### **Advocacy (Rison)**

- We can be thankful that the referendum passed in Charleston County. It gives us hope for our future.
- FOSL can work most effectively with the Library Board. It is the Library Board who will have to make the decision with County Council if they want a bond referendum on the ballot in 2016. I don't see any other way to expand our library system here.
- There is a committee of the Board that has been looking into this. I assume they are still active. We have to start planning if we want to put this on the ballot in 2016.
- Charleston County had a good positive vote on its referendum, and I am encouraged by that.
- We can continue to work at making our library better known to the community as we are doing now. The more people know about us the better chance we have of expanding the library.

### **Membership Committee/Book Sale (Coffey)**

- We have three new members. I turned in \$75.00 in membership fees and renewals.
- The membership roster is currently 221 people, however they are not all fully paid members.
- The Book Sale is on hold until final arrangements are made.
- Discussion ensued regarding library history, new location, and possible fund raising events. Further discussion was tabled in the interest of time.

### **Summerville Writers Guild Liaison Report (Hyatt)**

1. SWG continues working on their Anthology. We will appreciate the opportunity to read and sell books in fall, 2015. Please keep us in mind as you plan 2015 events.

2. If you want Friends/Library events on a calendar. SR. SUN (Lowcountry) might do that. Please see me, and I can put you in touch with someone who should be able to help.

3. Itinerary for SC Academy of Authors Induction in April 2015 follows at the end of the minutes for your convenience.

Respectfully submitted by Ellen E. Hyatt (liaison between “Friends” and Summerville Writers Guild).

#### **Hospitality (Brummett)**

- No new information to present at this time.

#### **Event Planning/Events (Ward) — The Literary Tea Series**

- Pam Ward was absent from this meeting. Autumn reported that Judy Watts will be the featured author at the February 22, 2015 tea event. Judy’s latest novel is a romantic story set in Charleston, and will be Book One of a series. The tea will be very similar to the tea that was held in November.
- The May tea remains a work in progress. The exact date is still to be determined. Pam is working closely with Ms. Monroe’s Publicist and Tour Manager.
- One individual who purchased a ticket did not attend the November Tea. If the book is not claimed it will be donated to the Library. Pictures from the Tea have been loaded on Facebook and pictures will be available on the web page in the near future.
- Financial data regarding the tea will be available at the January meeting.

#### **New Business (Reid and Gleason)**

- **The budget:** Ann kept the income what it has been in the past. Expense changes are associated with the book sale, and anticipated increases to the cost of advertising. Anne added an estimated expense for insurance under the general expenses category. The type of policy has yet to be determined, i.e. insurance to cover one event, or annual insurance coverage.
- Harriet Little, Alyssa Roy and Treasurer Ann Gleason comprised the Budget Committee.
- Carole Brier moved that the budget be approved. Unanimously accepted at the meeting.

#### **Announcements:**

- **The Greening:** Gail Massaco announced that her committee of five is complete. Ann will again provide the greens.
- **Staff Luncheon:** The committee will meet on Thursday to determine if anything else is needed.
- **Library Event:** On January 11, 2015 the library will host two authors, Sally Z. Hare and Jim R. Rogers. The event begins at 2pm.

#### **Upcoming Dates**

- There is no meeting scheduled in December, 2014.
- The Greening of the Library is Friday, December 5 from 2 to 4.
- The Staff Luncheon will be on December 9. FOSL will prepare lunch for the library staff. Autumn is coordinating.
- The second Literary Tea: February 22, 2015 at the library featuring local writer Judy Watts.
- General FOSL meeting – January 13, 2015 at 7 pm at the Library.
- Executive Board meeting – January 27, 2015 at 7pm at ABC.

#### **Adjournment**

The meeting was adjourned at 8:03 pm.

Respectfully submitted:

Carole Brier, Secretary

January 4, 2015

## FOSL BUDGET, 2015

### Income

Book Sale \$10,000  
Membership \$2,000  
Donations \$200  
Bag Sales \$1,000  
Magnet Sales \$10  
ABUNDA \$500  
Book Consignment \$1,500  
Events \$2,000

**Total Income** \$17,210.00

### Expenses

#### Book Sale

Storage Unit \$1,200  
Ash & T's/Tip \$1,300  
Advertising \$1,500  
Refreshments \$100  
Rental of Space \$750

#### Library Donations

EBSCO \$1,500  
Summer Reading Program \$1,500  
National Library Week \$100  
Banned Book Week \$90  
Staff Luncheon \$400  
Book Page \$700

#### Library Improvements

#### Library Advertising (Brochures, Etc.)

#### Events

Event Expenses \$2,500

#### Book Clubs

Mystery to Me Book Club \$1,200  
Romance Readers Book Club \$1,000

#### General Expenses

Postage \$100  
Advertising \$150  
Memberships (DREAM, SCAA, FOL) \$500  
Summerville Dream Booth Rental \$200  
Renewal PO Box \$70  
Purchase of Bags \$1,100  
Supplies \$150

Insurance \$600

**Unallocated Funds** \$500

**Total Expenses** \$17,210.00

**Net \$0.00**

PROPOSED SCHEDULE OF EVENTS  
2015 SC ACADEMY OF AUTHORS INDUCTION

- Friday, April 10      Optional Event
- 7:00 PM              April Meeting of The Poetry Society of South Carolina  
Reader: Dzvinia Orlovsky, a Pushcart Prize recipient, translator, and  
Founding Editor of Four Way Books.
- Charleston Library Society  
                            164 King Street
- Saturday, April 11
- 10:30 AM              Readings by Dorothea Benton Frank, Bret Lott and Marjory Wentworth  
(possible reading of a selection from a play by Ioor)  
Wine and Cheese Reception
- Charleston Library Society  
                            164 King Street  
(Shuttle service from the hotel leaves at 10:15)
- 12:00PM              Lunch and an April afternoon in Charleston on your own
- 6:00PM                Induction Ceremony and Reception
- The Riverview Room, The Citadel  
                            171 Moultrie Street  
(Shuttle service from the hotel leaves at 5:30)