

Friends of the Summerville Library (FOSL)
Tuesday September 10, 2019

The monthly meeting of the Friends of the Summerville Library met on Tuesday September 10, 2019. Becky Westfall, President, called the meeting to order at 6:40PM.

In Attendance:

Becky Westfall, President
Mevelyn Williams, Vice President
Beverly Brockman, Secretary
Anne Gleason, Treasurer
Ellen Hyatt-Member At Large
Kathy Marrah-Member At Large
Cathy Coffey, Book Sale Committee Chair
Carol Brummett, Past President
Nancy Nicodemus, Past President
Debbie Lodge, Advocacy
Donna Underwood-Advocacy
Kevin Carroll, Member
Pat Smithdorf, Member
Sandra Baden-Member
Rebecca Moore-Member
Harriet Little-Member

Approval of the previous meeting minutes-August 13, 2019

Beverly Brockman attested that the minutes of the August FOSL meeting were correct. The minutes were accepted for filing as presented.

President's Report (Becky Westfall)

As you know, our September Book Sale was delayed by the storm and will take place this coming weekend. Cathy Coffey will share details.

Routine Business:

2020 Budget Planning Committee needed. Anne Gleason will chair as the treasurer and Kevin Carroll as well as Cathy Coffey and Mevelyn Williams agreed to assist. It was determined that Mevelyn Williams will be a substitute member on the committee. Anne was to schedule date/times with these members after the general business meeting. It was also decided that Anne's budget committee will have additional responsibility for developing written Internal Control Guidelines for banking and handling of money at fundraisers and events. Anne advised all FOSL members to advise her via e-mail of any recommendations to be considered in the budget development process. The objective is to have the Budget before the end of October 2019 and for the general membership to vote on it at the November 2019 meeting.

2019 ByLaws Committee: Nancy Nicodemus, Kathy Marrah, Sandra Baden, Ellen Hyatt, Becky Westfall (ex officio) will review our ByLaws and report back at the January or February 2020 regarding any revisions.

Review of Far From Routine Business – Becky Westfall

County Council voted in mid-August to put a referendum question on the November 5th ballot, giving Dorchester County a wonderful opportunity to vote for more libraries. A YES vote will allow \$30M in general obligation bonds to be issued for expanding library facilities in Dorchester County. Advocates who were involved in the last campaign met recently to narrow down what we can reasonably hope to do in the 8 weeks we have between now and Election Day. Here are their VOTE YES ideas:

- Distribute copies of the library's colorful and impressive Annual Report summary to all who check out at the Book Sale-September
- Hand out library information and VOTE YES Bookmarks at Summerville's Third Thursday events on September 19th and October 17th.
- Produce printed materials that can be placed in businesses around town, shared with neighbors and distributed at other clubs and organizations where we are active.
- Yard signs to say, VOTE YES for libraries. (We will need volunteers around town to put these out).
- Organize a Letters to the Editor campaign(See Donna Underwood)
- Place VOTE YES ads in the Summerville Journal Scene in October
- How can you help? Hand out materials, put out yard signs, talk with your neighbors; when you find willing helpers, enlist them to do the same! There will be an advocacy/VOTE YES meeting at 5:30pm just before our next FOSL meeting on October 8, 2019. Join the fun by coming to help. Share posts you see on the FOSL Facebook page and the Summerville Library Advocates page on your social media accounts.
- Publicity committee (including publicizing library and FOSL events through various media
- Events committee-members and chair are needed!
- Volunteers to help distribute library information at Third Thursday in Summerville on September 19th (September is National Library Sign Up) and VOTE YES materials on October 17th.

After this review and discussion to ensure a potential motion requesting funds for the advocacy was following the correct guidelines of our organization and in the correct amount, then Carol Brummett made the motion for the advocacy committee to be allocated NOT MORE THAN \$4800 for materials, etc. to support the VOTE YES referendum campaign. The vote was seconded by Mevelyn Williams and approved by the vote of the general membership.

Also, Ellen Hyatt made the recommendation that if our core theme in many of the materials was to be Lifelong Learning, then those words needed to be on all materials.

Anne Gleason followed with additional information on THIRD THURSDAY explaining she sets up the tent and materials around 4:30PM. Assistance would be needed by 4:30PM to help her. She brings two chairs and a table as well. It works better with a minimum of two persons. The upcoming date is September 19, 2019 and the October THIRD THURSDAY is October 17, 2019. Anne Gleason is to be contacted if a member is interested in participating.

Vice President's Membership Report (Williams)

Mevelyn Williams reported with the addition two more members, the current total membership is 168.

Treasurer's Report (Gleason)

Anne reviewed some items such as Booth Rental Expenses, and others as well as some income items from Amazon Smile, etc. A treasurer's report was handed out to all FOSL members.

Book Sale Report (Cathy Coffey)

The book sale was postponed due to the hurricane. It has been rescheduled for this coming weekend, September 13th through the 15th of 2019 with the set up day being on Thursday September 12. The times and location all remain the same. A flyer was handed out to all FOSL members present. Cathy also shared she had a new ad reflecting the new dates in the Journal Scene.

PR and Publicity Committee Report (Autumn Reid)

Autumn was unable to be in attendance but her report was reviewed by all members.

Autumn had attended the Board Meeting to help us understand what she does to publicize FOSL online and how we can help her make the most of these publicity tools. Here are some highlights of this discussion and how we can help:

- Autumn is managing the FOSL web site (<http://friendsofthesummervillelibrary.weebly.com/>) as well as the FOSL Facebook page. Because of her work and (increasing☺) family responsibilities, she needs us to contribute content to her. Photos, announcements and links are all good ways to share content about what is going on with the Friends and with the Library. She would also welcome additional committee members to help with publicity.
- Technology upgrades were approved: 1. Square payments will be accepted for membership and donation payments online. 2. G-Suite e-mail and document accounts will be created for each of the Board offices so that documents can be seamlessly passed to succeeding officers through the years.
- Autumn would like for the Facebook page to share advocacy posts, post twice a month on engaging literary facts, book info or “Did you know?” items.
- Use the Facebook page to promote Amazon Smile donations.
- We discussed adding square payments to the web site and keeping information up-to-date and engaging. Photos and graphics are attractive and could replace some of the text folks see on the home page.
- Community events are useful in promoting FOSL and DCL. Autumn thinks at least two events a year should be a goal, along with growing the number of engaged followers to help with outreach. Moving more actively into the community will raise our profile. Third Thursday is one way we do this now; we are open to new ideas about how to make our Third Thursday tent more engaging and fun. Having more help at the tent would allow us to do more; it’s a fun event if you have never been!
- For more effective publicity and PR, we need more committee members, updated information to flow from the library, and ongoing information about FOSL to post online.
- Other information needed: Will the 2020 Book Sale dates be set soon? There’s always a demand for this info early. What about events?
- Budget requests: Autumn believes the 2019 budget will suffice for the next year as long as the costs of DREAM membership, advertising, booth rental fees, bags and advertising costs are included.

Information from Library (Provided by Westfall)

If FOSL wishes to provide refreshments for the Susan Cushman event on Sunday the 15th of September, that assistance would be appreciated. Since our Book Sale is that same weekend, it was determined two members will provide that support. Ellen Hyatt and Sandra Baden volunteered to assist. A motion was made by Cathy C. and seconded by Anne Gleason to

provide Not More Than \$40 for those expenses from FOSL. (Susan Cushman event sheet was provided to FOSL members at the meeting)

Information was also provided on the September 18th of 2019 at 7:30AM presentation in the Chamber of Commerce building by Robert Antill regarding the library, Jay Byars regarding the Parks and a presentation by the Financial Office of the town. It was discussed if we wanted one or more FOSL members to attend. Some members are considering attendance but no one was firm in their commitment.

Liaison to the Summerville Journal Scene (Ellen E. Hyatt)

“Our Lives Change @ Your Library” series in the JOURNAL SCENE appeared WED., Sept. 4th. This month’s article is an advocacy piece with laudatory remarks for the Harry Potter celebration, the library’s vastness, and newer staff member Elizabeth Neal (Teen Services). Thank you for your kind attention to these articles, which help the mission goals of the Friends by increasing public awareness, promoting programs, and encouraging support for the library.

Upcoming Dates:

- Gigantic Book Sale-September 12-15, American Legion Post on Sumter Avenue
- Dorchester County Library Board Meeting September 16th at the St. George Library
- Summerville Dorchester Chamber of Commerce Power Hour September 18, 2019, with presentations by the Library Director and Parks Director-open to the publicity
- Third Thursday-September 19th from 5PM-8:30PM on Hutchinson Square Summerville, FOSL Tent will be there, and we need help!
- Executive Board MTG-Tuesday, September 24, 1:30PM Perkins on Trolley Road
- Advocacy Special Meeting-Kathy Marrah’s Home-1 OCT 2019 at 5:30PM
- Advocacy Meeting-October 8, 2019 at 5:30 in the Westvaco Room, Seago Library-all welcome
- FOSL General Meeting-October 8, 2019 at 6:30 PM in the Westvaco Room, Seago Library: Business Meeting followed by Referendum Update

For the Good of the Order (Ellen E. Hyatt)

From Oliver Wendell Holmes, Ellen shared his words. “The great thing in this world is not so much where we are but the direction we are moving.”

Adjourn Business Portion of the Meeting—Adjourned at 7:45

Everyone was invited to stay for a brief social time before departing. It was an opportunity to share ideas and enthusiasm for the library, and to volunteer for the Book Sale, to help at Third Thursday, join the Events Committee and/or the Vote YES campaign if you are interested.

Respectfully submitted:
Beverly Brockman, Secretary
September 10, 2019