

**Friends of the Summerville Library (FOSL)  
General Meeting  
Tuesday November 10, 2020**

The monthly meeting of the Friends of the Summerville Library met via ZOOM on Tuesday November 10, 2020. Becky Westfall called the meeting to order at 6:30PM. (Special Note: No additional General Meetings will be held in 2020, but quarterly ZOOM General Meetings will be held in 2021 and dates will be announced. One remaining FOSL BOARD meeting will be held in 2020 on Tuesday November 24, 2020 at 1:30PM via ZOOM. FOSL BOARD monthly meetings will continue on the last Tuesday of each month via ZOOM)

**In Attendance:**

Robert Antill, DCL Director  
Becky Westfall, President FOSL  
Mevelyn Williams, Vice President  
Anne Gleason, Treasurer  
Beverly Brockman, Secretary  
Ellen Hyatt, Member-At-Large  
Kathy Marrah, Member-At-Large  
Leslie Koller, DC Library Liaison  
Cathy Coffey, Book Sale Committee Chair  
Sandra Baden, Event Committee Chair  
Wendy Nolan-Member  
Brian Kirby-Member  
Patricia Powell-Member

**Welcome and Introductions (Westfall)**

As a way to introduce and welcome all participants in the meeting, Becky asked for the attendees to simply mention one item that stood out for them since COVID came into our world. Different members shared a variety of thoughts. The following ideas were shared Zoom Meetings, swimming, streaming services related to History, model train interest, availability of music and special orchestra performances, audio books, startup of 2 ZOOM book clubs, more reading, golf tournaments, free ebooks on IPAD and Harry Potter Book Club, “sky” as a special word to consider from various perspectives, and for many folks more reading opportunities in general with many pre-Covid activities eliminated from one’s time.

**President’s Report: (Westfall)**

Although many of the activities that we pursue as Friends of the Library have been restricted this year, most notably our book Sales, which raise most of our funds, we have been able to stay involved in support of our Summerville Library. Since our August General Meeting, we have:

- Continued to hold monthly Zoom meetings with the Executive Board officers and Committee Chairs to monitor the organization’s budget, make decisions related to the Library’s requests and needs, and plan a budget for 2021.
- Encouraged our members to contact their County Council representatives, asking them to move forward with the purchase of land for a Ridgeville branch library, which was accomplished early this fall.

- Provided breakfast for the Summerville Staff during their October Staff Day.
- Worked out a plan with librarians and volunteers to decorate the library in December and deliver gift bags to the Summerville Staff before their Christmas break.
- Attended the Virtual Conference of Friends of SC Libraries on November 4 (our Library Liaison, Leslie Koller, & four FOSL members).
- Plan to have 2 representatives attend the November 16<sup>th</sup> DCL Board Meeting (Kevin Carroll and Becky Westfall).
- Last booksale was held in January 2019 resulting in lost income for 2020.

### **Vice President's Report on Membership -(Williams)**

FOSL Roster Total=246

Due to renew late 2020 (Oct-Dec) = 10

Due to renew early 2021 (Jan-Mar) = 27

Expired memberships = 83

Total current active memberships = 163

There was one member who deceased during the year.

There were 7 members who moved and have not responded to renewal request mailed.

UPDATE: Gleason noted 3 additional memberships were in the mail and she would get that information to Williams. Additional discussion with membership just noted that often new members join during book sales so having had no additional book sales since January has impacted membership.

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

Presentation of October 2020 Budget report was not presented due to bank statements being late prior to General Meeting. Discussion ensued regarding the presentation of the 2021 budget and was accepted by all members in attendance. The hard work of the budget committee in developing the budget was acknowledged and appreciation extended to Gleason and her committee.

Regarding potential future book sales, some discussion was held stating we may target a large scale book sale for SEPTEMBER 2021 and consider some one-day pop-up book sales at different locations. More detailed information will be provided later on any specific plans that are developed.

**Follow-Up:** FOSL Board will continue to discuss details involved in tentative SEP 2021 book sale as well as pop-up sales for 2021.

### **P/R Publicity Report (Autumn Reid)**

Reid's information reviewed by Westfall. Autumn Reid has worked very persistently to find a good way for us to accept membership payments and donations through our website

"<http://friendsofthesummervillelibrary.weebly.com/>". This will make joining the Friends much easier for many people. In a year with very limited income because of the cancellation of book sales, maximizing our membership dues and donations could give us a financial boost. Many, many thanks to Autumn for her research and hard work making this addition to our website. After membership is finalized, then a donation button will be developed as well.

### **Hospitality Committee Report (Brummett)**

Brummett's information reviewed by Westfall. On October 12<sup>th</sup> the committee delivered "chicken minis" and a large fruit tray along with a variety of desserts. This Monday was the staff's in service meeting and our goodies were meant to make the day more enjoyable. It brought out the morning smiles.

**Library Liaison: (Leslie Koller, MLIS, Assistant Branch Manager)**

The library continues to remain open to the public with some restrictions. Masks are required, computer time is limited, and meeting rooms are closed to the public. We are also still quarantining all of our returned materials for 72 hours.

**Programming:**

We are offering Facebook storytimes for children of various ages a few times a week. We are also planning to host a Book-to-Movie Club program of *Murder on the Orient Express* on Saturday, November 15 at 2:00 pm.

We would like to request \$1500 for programming for 2021. This would be used for purchases for a new Youth Services program. Elizabeth Neal will be creating “Book Boxes” to send home to young patrons. These boxes will be similar to subscription boxes that one could receive in the mail. They will include books that patrons can keep, books that are checked out from the library, snacks, giveaways, and other great items. The project will be a large undertaking and the snacks are especially important at this time when families are struggling and when students can’t go to school every day.

**Follow-Up:** After final discussion and approval with FOSL Board, the treasurer will disburse funds for request for programming.

The programming librarians were able to spend the following funds provided by FOSL for Calendar Year 2020.

Youth Services			
\$479.66	Refreshments for programs		
	Program Supplies for Summer		
\$135.05	Reading		
\$250.00	Prizes for Summer Reading		
\$91.95	Prizes for Summer Reading		
\$365.00	Sciencetellers Program		
	Program		
\$154.19	Supplies		
<b>\$1,475.85</b>			
Adult Services			
\$250.00	Prizes for Summer Reading		
\$300.00	Virtual Aquarium Programs		
	Harry Potter		
\$203.13	Books		
	Program		
\$148.17	Supplies		
<b>\$901.30</b>			

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The majority of the balance was earmarked for the Harry Potter Birthday Festival, which was cancelled due to COVID-19. The remaining funds were not spent. The Library's funding closes out at the end of the Fiscal Year, which is July 1.

#### **Policy Discussions:**

**This is still on our radar, but not presently needed:** A policy and procedures document pertaining to book donations was previously distributed and is currently being reviewed by FOSL and library staff. An updated version will be submitted in the coming months. (It was supposed to be April or May, but those months disappeared!)

Following a presentation at the Friends of the South Carolina Libraries Virtual Conference, Library Administration hopes to work with the FOSL Executive Board to create a Memorandum of Understanding (MOU) to help us improve communication and work better together. I would like to suggest that the FOSL Executive Board and the Library Administrative Team work on creating a first draft of a MOU in time for the February General Meeting.

**Follow-Up:** Westfall will work with FOSL Board to discuss further and establish a special committee for the MOU development.

#### **Donations/Book Sale:**

Sylvia Vandertulip would like to know if the FOSLs are interested in picking up some withdrawn Fiction books for future book sales.

Also, would FOSL be willing to come once a month or so to clear some of the withdrawn books from the Book Bazaar shelf?

**Follow-Up:** Gleason to coordinate with Koller on details regarding pick-ups, etc.

#### **Miscellaneous:**

One of our staff members will be retiring in early December. Patricia Goodall joined us five years ago and has been a great asset to the library.

A contract has been signed with MacMillan, Pazdan, Smith Architecture to design 3 of the 4 new libraries.

County Council and the Library Board are actively looking for land/locations for 2 of the 3 branches. The purchase of land in Ridgeville was approved by County Council. Robert Antill is working with DD2 to discuss the specifics for the North Charleston branch.

Does FOSL have any more of the "Presented By" stickers that can be put into the book club books? We are down to our last 10 stickers.

**Follow-Up:** Baden agreed to get additional stickers to Koller.

Thank you for inviting me to join the FOSCL Virtual Conference last Friday. It was a good conference, and the presenters shared some great ideas and information.

The State Library Director, Leesa Aiken, mentioned during the conference that the State Library created and sent "State Park Backpacks" to all of the public libraries. Summerville Library has 2 of these backpacks. They include a State Park pass, a pair of binoculars, a magnifying glass, and a reading suggestion handout. These can be put on hold and checked out from the library for 3 weeks at a time.

### **Future of General Meetings-(Westfall)**

Proposal that the Executive Board and Special Committee Chairs continue to meet monthly and that the next General Membership meeting be at our regular time and date on February 9, 2021 via Zoom. Following that meeting, future planning of any in person meetings will be determined by the Library if library space is available. Koller shared that since the library is currently using the meeting room, it could be some months before it is available as a meeting space. After some discussion, it was determined the FOSL Executive Board will work on the detailed planning of the monthly board meetings as well as the quarterly meetings to be held for GENERAL MEETINGS of FOSL in 2021.

### **For the Good of the Order (Hyatt)**

During these times of only being able to be together virtually, here is a quote from Robert Frost's "The Tuft of Flowers." A poem which describes seeing flowers that a mower left and what the speaker realizes. (Of course, we would add "women" to the line.. .):  
"Men work together. I told him from the heart,  
Whether they work together or apart."

### **Upcoming Dates:**

- FOSL Executive Board, 1:30pm Tuesday, November 24 via Zoom
- Dorchester County Library Board meets in Summerville 7pm November 16 in person
- Thanksgiving Holidays (Library Closed) November 25-29
- Greening of the Library December 6<sup>th</sup>
- Delivery of the Holiday Gift Bags to Library staff members December 15th-10am
- Christmas Holidays (Library Closed)-December 23-27
- New Year Library closes at 5PM on December 31<sup>st</sup>, Closed all day on January 1, 2021
- FOSL Executive Board, 1:30PM Tuesday, January 26, 2021 via Zoom
- FOSL General Membership Meeting 6:30pm, February 9, 2021

### **Adjourn**

The meeting was adjourned at 7:48pm

The mission of FOSL shall be to act as a bridge between the George H. Seago, Jr. Library, commonly known as the Summerville Library (hereafter in this document, "the Library") and the community by:

- 1) Increasing public awareness of, focusing attention on, and expanding the use of the Library as a valuable resource for an informed community;
- 2) Initiating, organizing, promoting, and encouraging cultural and educational activities for lifelong learning;

- 3) Encouraging gifts and endowments as well as raising funds in support of the Library and FOSL activities;
- 4) Working with the Dorchester County Library Board of Trustees, the Dorchester County Library Director, and the Summerville Library Branch Manager in a spirit of mutual cooperation.

\_\_\_\_\_Mission Statement from the 2020 version of the FOSL Bylaws \_\_\_\_\_

### **Dorchester County Library Administrative Staff:**

Robert Antill, DCL Director

Jennifer Gleber, Manager of the George H. Seago, Jr. Library in Summerville

Sherryl James, Manager of the Jennie M. McMahan Library in St. George

Cassandra Manigault, DCL Business Manager

### **Dorchester County Library Board**

One member is appointed by each County Council Member. The Board elects its own officers, is responsible for Library Policies, and hires the Director.

<https://dorchesterlibrarysc.org/about/library-board/>