




**Minutes of Meeting For  
Friends of North Plains Public Library  
North Plains Library  North Plains, OR  
September 11, 2017**

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**Officers Present:** Chris Lantz, President; Carolyn Leavitt, Vice President; Norma Tucker, Treasurer; Marrina Ablen, Secretary

**Members at Large Present:** Debbie Brodie, Ruth Voelker, Martin Voelker, Marianne Vandervelden, Mark Susbauer

**Others Present:** Jeff Clark, Will Worthey, Debbie Olson

**Friends Meeting called to order by Chis Lantz, at 7:02 p.m.**

**APPROVAL OF MINUTES:**

*Meeting minutes from June 2017 were sent via email to the members with corrections to obtain approval via email.*

*Approval was unanimous by all members.*

**LIBRARY DIRECTOR REPORT: Will Worthey**

Will announced that movie night for the months of August and September resulted with no attendance due to extremely hot weather over 90 degree-days. The city budget committee is reconvening for a supplemental city budget meeting to finalize what he hopes are the final changes. Will went to Don the interim city manager, to approve funds that needed to be spent for the Library so that necessary materials could be ordered.

To see the full report, select the blue link to view the [Library Director's Report](#)

**LIBRARY BOARD REPORT: Mark Susbauer**

A meeting was held August 16; Will gave the library director report indicating the picture book project reorganization had been completed. The board reviewed the statistics report and it was noted that the items checked out were almost 6,000 over the previous fiscal year, and the door count was up 1500. Logins on the computers were down slightly but the wireless access was almost double at 5200 hours. The finance report was given; however, since there had not been a new budget for the fiscal year 2017-2018, the library was operating on last year's budget and only purchased items that were critical for operation until the new budget is approved. Mark gave a Friends report that the Garlic festival book sale made approximately \$2940 with possibly a little more to come when the left over books not sold were sold to Discovery Books who buy books by the pound. In some old business, the board is trying to get a public posting board in the new sub-division for announcements. Will is working on this with the public

works director. There may be an upcoming event calling it “One City One Book” that is similar to OBOC. There are three authors and the board will see if any are available. Stephanie Farris was re-elected as chairperson to the Board, Carol Lofgren as vice chair and Will Worthey as secretary. The next meeting is scheduled for September 20.

**COMMITTEE REPORTS:**

**Treasurer: Norma Tucker**

**FNPPL Balance Sheet**

As of August 31, 2017

**Assets:**

Checking	\$7,895.21
Money Market	<u>\$18,436.12</u>

**Total Assets: \$26,331.33**

**Income:**

Online Sales	\$2064.09
Membership	\$960.00
Used Books	\$145.00
Fred Meyer Rewards	\$156.64
Garlic Festival Sales	\$2875.07
Amazon Smile	\$36.34

**Expenses:**

Volunteer Rewards	\$118.98
Receptions	\$40.56
Movie Night	\$74.97
Online Sales	\$128.92
State Corp Fee	\$50.00
Summer Reading	\$1136.85
EBay Fee	\$1.10
City of North Plains	\$3000.00
Banking Fee	\$31.24
Office Supplies	\$63.95
Postage	\$17.64
EGF Snacks	\$16.35

**Membership – Carolyn Leavitt**

Carolyn reported that we have 41 families who have renewed their membership and 10 families that have not yet renewed. A reminder letter will go out to those members only; no unsolicited letters will be mailed out.

**Online Book Sales – Debbie Olson/Chris Lantz**

Debbie Olson provided book sale reports and reported that at the end of fiscal year 2016-2017 sales were \$6993.17, 801 items were sold with 5 returns. This is an increase in \$4615 from previous fiscal year. For the months of July and August of fiscal year 2017-2018, sales were \$1407.69 with 2 items returned. In addition, 39 books have been sold for the month of September. Sales keep building and Chris feels confident that once the shelves are filled and capacity is reached, the sales will become more stabilized. Recently listed books tend to sell

more quickly and some of the older listings will be removed once capacity is reached. Debbie talked about the comic books that were received and listed some of the comic books on EBay and will see how they sell. Debbie is waiting to see how the sales for the comic books listed before adding more. There are also DVD sets that Chris would like to list on EBay since they cannot be listed on Amazon due to the selling price.

### **OLD BUSINESS and Reports:**

#### **Elephant Garlic Festival Book Sale – Marianne**

Marianne expressed relief to have our local firemen once again help move the boxes of books from the yellow house to the Jessie Mays. Marianne would like to see more help enlisted during the \$5 book sale because of the larger crowd that was generated. The group Discovery Books came and picked up the books and when Marianne called in regards to payment she was informed that they had moved to quarterly payouts for the books. Head Start came in for a carnival a day early before the books were scheduled to be picked up and were able to select a couple of boxes of kids' books to take with them. Marianne suggested in the future that if we knew of anyone wanting books to come take them prior to the final pickup. One additional suggestion was to have pastries for sale along with the coffee in the morning hours of the book sale.

### **NEW Business and Announcements:**

#### **Tech Soup – Carolyn**

2016 Office Suite is available through tech soup and works with the new Windows 10 system. Carolyn is requesting to purchase a license for herself and anyone else that is interested in purchasing the office suite package. It is only available once a year and Will was asked about the library interest, however, due to the budget not being finalized Will was unable to make a decision at this time. Will hopes to make a wish list for the Friends prioritizing the needs once the budget has been passed.

***It was unanimously approved to order two copies ordered through the Friends nonprofit status, which will be reimbursed by the recipients who requested the product.***

#### **Friends marketing trifold brochure – Carolyn**

Carolyn would like to see a brochure created that would provide a bit of history, some photos, a membership application and other information that would be good advertisement source for the Friends, displaying our mission. Many other friends groups have this and Carolyn thinks this will be a good resource. Chris has started a rough copy and printed a single page document with information to show what content would be displayed. No cost has been determined but a suggestion was made to print out a minimum of 500 brochures. Carolyn and Chris will work on this project and Chris sent home copies of a rough draft soliciting ideas for content as well as reviewing for grammatical errors. Members are encouraged to give feedback to content and provide pictures they would like to see.

***It was unanimously approved to produce this trifold brochure for marketing; the final draft will be available at the December meeting.***

### **Google ad words for non-profits – Chris**

Carol Aldrich sent an email to Chris regarding Google ad words for nonprofits. Chris looked into it, applied, and was approved. It is a grant that provides free google ad words advertising up to \$10,000 per month, which allows our nonprofit group to show up on the search results page, which comes out to be \$2 per click so 500 clicks would be \$1000 that would come out of the \$10,000 per month. It is basically \$10,000 in free publicity. We will need to determine a targeted marketing campaign using it to drive traffic to our web site to highlight our library and friends group, membership, or even highlight our book sales. You drive traffic through these google ad words to get users to our site. Some of our targets could be a specific fund raising campaign, focusing on donating money for these projects, there is no graphics, it's all text based.

***There was a majority who approved, however, three members wanted more research done before making the final decision to go forward with this project. There is no specific time line.***

### **Gallery System lighting system – Jeff**

Carolyn approached Will in regards to things that the Friends might be able to provide for the library. Jeff was hanging the art display, noticing that one of the challenges is the lighting on the walls where the artwork is displayed is shadowed. Jeff researched alternate lighting systems and found a system where the wiring goes in the tracks that will fit in with our current display wires. He also obtained price quotes with some different options available. A question was raised in regards to an electrician, which was strongly recommended by the company and was not part of the quote. Jeff felt he needed to do more research and plans to contact them with more details regarding our particular layout. Carolyn recommended looking at some of the other libraries to see how they display their art; most art galleries use this system or one similar. A web site displays these systems along with short videos. More research is requested and this will be revisited at the next meeting. Chris has recommended an electrician who is local and worked at the yellow house depending on the final decision made for the lighting project. Communications regarding the research will be sent out via email, and a final decision may be made either via email communication or at the December meeting.

***It was unanimously approved to research all options before making the final decision on a Gallery lighting system.***

### **Next countywide Friends meeting – Thursday October 19<sup>th</sup> @ 2pm**

#### **Beaverton City Library meeting: Room A**

An announcement was made for those who would be interested in attending.

### **Intel matching donations – Norma**

One person has given money with matching funds from Intel to the Friends Group. This is displayed in the treasurer report.

**Ground Breaking Celebration for Cornelius Public Library, Learning Center, and Senior Housing: Saturday September 23, 2017 @ 10:00am  
1355 N. Barlow St. Cornelius, OR 97113**

This was an announcement for all interested in attending

**Other Business:**

A concern was raised about the foods provided at the international film night. Because of food handling licensing issues, Mr. Bertony wanted to avoid liability but has now decided to allow prepacked food that would not create a problem with food served at these events which hopefully would boost attendance. These funds will come out of the Adult programming funds.

*It was unanimously approved to provide cheese and crackers for the international film nights.*

**Christmas tree –**

Marianne offered to contact Patti Burns about donating a tree this year.

*It was unanimously approved to obtain a tree for the library and having a tree decorating party to decorate the tree for the Library.*

**Meeting adjourned at 8:23 pm**

**Next Meeting Dates at the Library:**

**Monday 12/11/2017, 7:00 pm**

**Monday 3/12/2018, 7:00 pm**

**Monday 6/11/2018, 7:00 pm ANNUAL MEETING AND BOARD ELECTION**

**CITY OF NORTH PLAINS – LIBRARY DEPARTMENT REPORT, September 2017**  
**FROM: WILL WORTHEY, LIBRARY DIRECTOR**

**Artist's trading card**

Each month Marie Buckley and other local artists meet to share Artist Trading Cards (ATCs). These miniature works of art are designed to match a set theme and are about the size of a baseball card. The event occurs at 6pm on the third Thursday evening of each month. This is a fun way to meet other artists and exchange art creations. The ATC exchange is free and open to the public.

Our ATC topic for September is ***Gardens***. The swap will occur on September 21.

Our ATC topic for October is ***Under water/Oceans/Mermaids***. The swap will occur on October 19.

Our ATC topic for November is ***Faces***. The swap will occur on November 16.

September 20. Storytime with Mr. Will Out for the Count.

September 27. Storytime with Mr. Will, beware of Pirates.

October 4. Storytime with Ms. Barbara, Fall into fall.

October 11. Special guest Mayor Lenahan.

October 18. Storytime with Mr. Will Planes, Trains and Automobiles.

October 25. Storytime with Mr. Will, Spooky Tales.

## **First Friday Flick**

Join us at the Jessie Mays Community Hall on the First Friday of each month for a free showing of a PG-rated movie.

### **October 6 @ 6:30pm, ICE AGE: Collision Course**

Scrat's epic pursuit of his elusive acorn catapults him outside of Earth, where he accidentally sets off a series of cosmic events that transform and threaten the planet. To save themselves from peril, Manny, Sid, Diego, and the rest of the herd leave their home and embark on a quest full of thrills and spills, highs and lows, laughter and adventure while traveling to exotic new lands and encountering a host of colorful new characters.

### **Saturday October 14 Join Penny and her puppets for Animals Build It!**

This fantastic puppet show will occur at the community center at 1pm. Animals create their worlds. They build shelters and gather food. Like you animals live in a home. Find out what it would be like to build like a bee, a bird, a beaver and many more animal friends. Join Penny and her musical cast of animal puppets sing, laugh and build their worlds.

### **Oregon Military History Book Talk**

Join us at the library October 19 at 7pm. Oregon's military heritage goes back thousands of years with native warrior traditions. From 1847 to 1880 Army and volunteers units engaged Oregon's native peoples in eight major conflicts. The Army built several forts from Oregon's coast to the Snake River. The Oregon Militia was first created in 1843 and this led to creation of the Oregon National Guard in 1887. As the Pacific Northwest's well-trained National Guard unit, the 41st Infantry Division served commendably from 1941 to 1945. Oregonians served heroically in Korea and Vietnam. Recently Oregon Army and Air National Guard units have been serving in Afghanistan and Iraq conflicts.

Thursday, September 21, International Movie Night will be the film ***After the Storm*** from Japan at Abbey Creek tasting room at 6pm. Dwelling on his past glory as a prize-winning author, Ryota (Hiroshi Abe) wastes the money he makes as a private detective on gambling and can barely pay child support. After the death of his father, his aging mother (Kirin Kiki) and beautiful ex-wife (Yoko Make) seem to be moving on with their lives. Renewing contact with his initially distrusting family, Ryota struggles to take back control of his existence and to find a lasting place in the life of his young son (Taiyo Yoshizawa) - until a stormy summer night offers them a chance to truly bond again.

**Thursday, October 26**, International Movie Night will be the film ***Glory*** from Bulgaria at Abbey Creek tasting room at 6pm.

Tsanko Petrov, a railroad worker, finds millions of leva on the train tracks. He decides to turn the money over to the police, for which the state rewards him with a new wristwatch that soon stops working. Meanwhile, Julia Staikova, head of the PR department of the Ministry of Transport, loses Petrov's old watch, a family relic. This starts his desperate struggle to recover both his old watch and his dignity.

### **Seed exchange day at the Library**

Have fun and get a start on your 2018 garden. On November 18 from 11am until 1pm bring your seeds to show and share. Gardeners can bring seeds they've saved, or seed from partially used packets, to share with others. In turn, participants take away new seeds for their 2018 garden. Bring your questions! We will have plant smart volunteers on hand to answer them!