



Minutes of Board Meeting For Friends of North Plains Public Library January 9, 2023

Officers Present: Norma Tucker, Treasurer; Carolyn Leavitt, Secretary

Members at Large Present: Sheila Nelson

Others Present: Diane VanGrunsvan, Donna Medica, Susan Lair, Carmen Daskalos, Margaret Reh, Susan Brown, Greg Brown, Gloria Ray (on Zoom), Robin Doughty (on Zoom),

Friends Board Meeting called to order by Carolyn Leavitt at 7:03 p.m.

Approval of previous meeting minutes: Margaret made a motion to approve the April 2022 and December 2022 meeting minutes as written. Donna seconded the motion. Minutes are approved.

LIBRARY DIRECTOR REPORT: Robin Doughty

Robin reviewed the Library highlights for 2022. Library usage was back to pre-pandemic numbers, except for door counts which were lower, probably due to more patrons using Libby. Also the Christmas Bazaar raised over \$800 this year.

[See the Full Report](#)

LIBRARY BOARD REPORT: – Donna Medica

No meeting held in December. October meeting discussed Friends' decision to vote about continuation. Debbie presented information from community meeting regarding status of the Friends' board and options for spreading the word in the community were discussed.

FINANCIAL REPORT: Norma Tucker

From July to Dec 2022 we had an income of 9906.20 and expenses of \$6517.13. Our current balance is \$32,852.40. [See the Full Report](#)

COMMITTEE REPORTS: Friends Online Book Sales (FOBS) – Carolyn Leavitt

Book Sales have more than doubled in December with the help of many new volunteers led by Susan Brown. All the boxes of "books to be listed" have been sorted, listed and organized. It was suggested that we add a link on our website to our EBay Bookstore.

[See Full Sales Report](#)

OLD BUSINESS: Online sign up for Friends' volunteer shifts

Online sign up has been created on signup.com. Discussed sharing the link with other members. Agreed that link will be provided to new volunteers but due to training needs it will not be posted on the public facing website. May also be an opportunity to use the online signup for Garlic Festival book sales shifts.

OLD BUSINESS: Transfer of deed

Transfer of the deed has been completed and was transferred from the Friends to the City of North Plains.

NEW BUSINESS: Board elections

Term for current board members will be ending in June, need to determine if there is any interest from new members for board positions.

- President – Debbie is current president. Susan is interested in moving into this role.
- Vice President – currently vacant
- Membership secretary – Greg may be interested in this role, but would like to do some additional research.
- Secretary/Website administrator – Carolyn is current secretary and website admin. Carmen is interested in this position.
- Treasurer – Norma is current treasurer and uses Quickbooks. Donna has finance experience and is interested.
- Garlic Festival Chair
- Friends Online Book Sales Chair

Board elections will be held in June but when current term ends existing board members will be leaving which will leave short time for training. Agreed to hold informal vote at April meeting so new members can train with existing board members. Will hold formal vote in June as required by bylaws.

NEW BUSINESS: Letter of support for new grant.

Robin is requesting the Friends write a letter of support for a grant to provide and adaptive workstation at the library. Grant deadline is mid-February.

New adaptive workstation will ideally have adjustable height desk, voice to text and text to voice capability, and low vision assistance. Hillsboro, Beaverton and Cedar Mill already have adaptive workstations and may be able to provide additional details on what is needed. Robin will forward additional information to Carolyn.

Meeting adjourned at 8:00 PM

Next Meeting Dates:

Monday, April 10, 2023 @ 7:00pm

Monday, July 10, 2023 @ 7:00pm

ANNUAL MEMBERSHIP MEETING/BOARD

ELECTION

[Library Directors Report](#)

ANNOUNCEMENTS:

The library will be closed on Monday, January 16th in observation of Martin Luther King Jr. Day.

2022 Library Highlights:

- 6,778 total library program attendees of all ages
- 76,372 items checked out from the library
- 95,905 North Plains-owned items checked out anywhere in Washington County
- 25,968 library visits

ADULT SERVICES

The Memoir Writing Workshop is full. Call the library for waitlist options.

Tai Chi & Qigong

A class in focus, movement, and breathing on Friday mornings at 8 a.m. All are welcome and no experience needed. Drop-in, no registration. Note: Temporarily held in the Senior Center basement, moving back to Jessie Mays paved area soon.

Library Bookclub

Meets the last Wednesday of the month at 7:00 p.m. to discuss a variety of books selected by club members. Now in a hybrid format: join in person in the library or Zoom in from elsewhere.

January 28th – 12 p.m. Choose 2023 selections by joining our annual potluck in the library!

Library Craft Guild

Meets in the library on the first Wednesday of the month at 5:30 p.m. until close. All are welcome to join in crafting at the library. No formal instruction. Drop-in, no registration required.

YOUTH SERVICES

In-Library Storytimes

Preschool Storytime – Wednesdays at 11:00 a.m. in the library

Book Babies - Fridays at 10:00 a.m. in the library

No registration required. Drop-in.

Kindergarten Continuation – supporting our kindergarteners in reading and math

Join this free, online enrichment program on Wednesdays at 4 p.m. on Zoom by registering online or by calling the library. No library card required.

OBOB Practice – 6th-8th Grade Level

Meets in person in the library for review and practice battles led by Librarian Brianna on the 2nd Thursday of the month at 4:30 p.m. Drop in. No registration required.

Teen Council

Meets in person on the 3rd Friday of the month for a variety of activities and opportunities. Contact briannas@wccls.org for more details. All teens are welcome!

UPCOMING MEETINGS

Library Board

The library board meets on the third Wednesday of each month to discuss the library, its goals, and objectives. The December business meeting is cancelled. The next meeting will be held on January 18, 2022, at 7 p.m. in person or via Zoom.

Friends of the North Plains Public Library
Balance Sheet
As of December 31, 2022

Accrual Basis

	<i>Dec 31, 22</i>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Assets	
1010 · FNPPL Checking	12,781.44
1013 · Money Market 2011	20,014.08
1000 · Assets - Other	56.88
Total 1000 · Assets	32,852.40
Total Checking/Savings	32,852.40
Total Current Assets	32,852.40
TOTAL ASSETS	32,852.40
LIABILITIES & EQUITY	0.00

July 1, 2022 – Dec 31, 2022

Income	
EGF Sale	\$6424.84
Online Sales	2362.15
Donations	631.03
Fred Meyer rewards	217.77
Used Books	120.41
Membership	150.00

Total Income \$9906.20

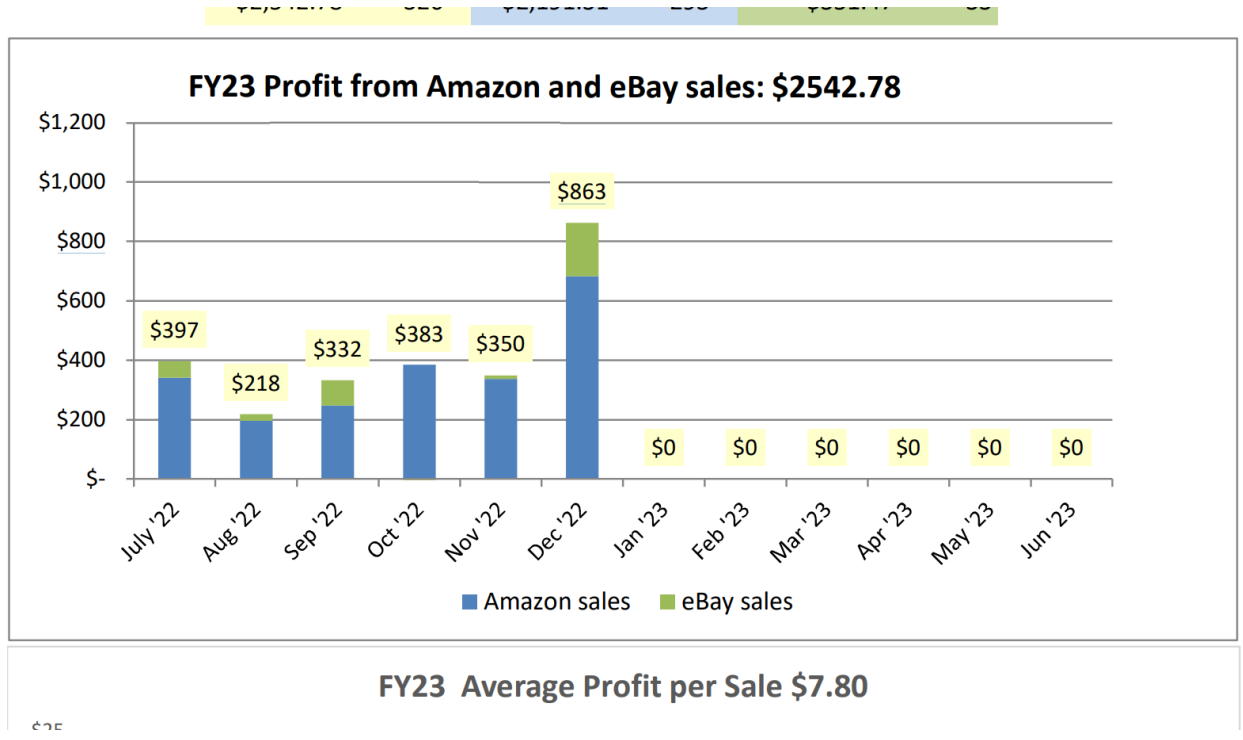
Expenses	
Library Collection	\$4000.00
Insurance	1081.00
Community Outreach	235.41
Online Expenses	229.02
Volunteer Rewards	203.09
Cash for EGF	200.00
Receptions	122.93
Office Supplies	120.97
EGF expenses	42.26
Web Host Domain	151.04
Taxes	20.00
Ebay	17.25
Post office	94.16

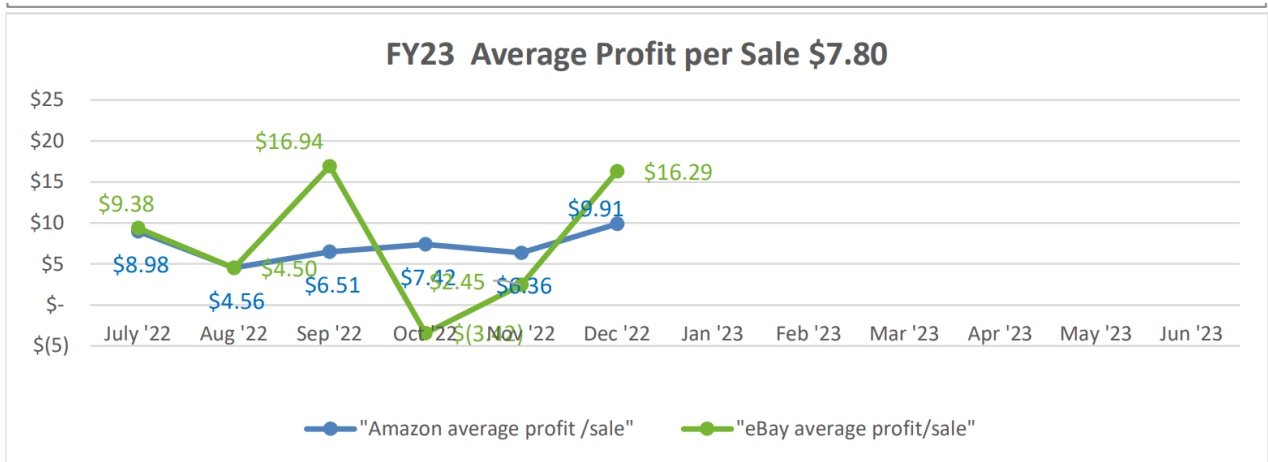
Total Expenses \$6517.13

Fiscal Year '23 Combined Amazon and eBay Online Book Sales

	Combined Sales		Amazon sales		eBay sales	
	Amazon & eBay profit	total # items sold	profit	# items sold	profit	# items sold
July '22	\$397.39	44	\$341.14	38	\$56.25	6
Aug '22	\$218.42	48	\$195.90	43	\$22.52	5
Sep '22	\$332.22	43	\$247.54	38	\$84.68	5
Oct '22	\$382.50	53	\$385.92	52	-\$3.42	1
Nov '22	\$349.50	58	\$337.23	53	\$12.27	5
Dec '22	\$862.75	80	\$683.58	69	\$179.17	11
Jan '23	\$0.00	0	\$0.00	0	\$0.00	0
Feb '23	\$0.00	0	\$0.00	0	\$0.00	0
Mar '23	\$0.00	0	\$0.00	0	\$0.00	0
Apr '23	\$0.00	0	\$0.00	0	\$0.00	0
May '23	\$0.00	0	\$0.00	0	\$0.00	0
Jun '23	\$0.00	0	\$0.00	0	\$0.00	0
	\$2,542.78	326	\$2,191.31	293	\$351.47	33

ebay storefront cost is \$4.95 /month





\$ 351.47 from 33 eBay Sales . Average profit \$ 10.65

\$ 2191.31 from 293 Amazon Sales . Average profit \$ 7.48

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