



Friends of the North Plains Public Library (FNPPL)
Friends 2023-24 Annual Meeting Agenda
North Plains Library @ 7:00 pm
June 12, 2023

FNPPL Board meeting called to order by Debbie Olson at 7:00 PM

Officers Present: Debbie Olson, President; Carolyn Leavitt, Secretary; Norma Tucker, Treasurer

Members at Large Present: Sheila Nelson, David Hatcher, Robin Doughty

Others Present: Craig Baldwin, Jeanne Baldwin, Dustin Caley, Donna Medica, Heidi Fuiten, Susan Lair, Susan Brown, Carmen Daskalos, Tracy Finsterbusch, Carol Aldrich

2022-2023 Overview - Debbie Olson

- Monthly circulation at the library is up to pre-pandemic levels
- The City of North Plains notified FNPPL that the yellow house may be repurposed. Due to plumbing issues the house has no working water, but the library has allowed the volunteers to use the library facilities when needed.
- In November, the volunteers and board members indicated they wanted to step away from the FNPPL. The community responded to the request for new membership and volunteerism has increased.
- Ownership of the library was transferred to the city. The library had been built by the FNPPL and the deed was held by the FNPPL and ownership was reviewed every 5 years.

Approval of Minutes

- David made a motion to approve the April 2023 meeting minutes as written.
- Carolyn seconded the motion.
- Motion passed; minutes are approved.

Library Director Report - Robin Doughty

- Library had it's 17th birthday part with cupcakes, singing and a card for kids to sign during story time
- Field trips have resumed for the first time since the pandemic. Two classes were at the library last week.
- The library is trying to spread word of the community programs through word of mouth.
 - Summer series "Letters from Home" will feature North Plains residents sharing about their home countries and recent travels. Featured countries are Ukraine, Kenya and India.
 - WCCLS Passport encourages members to visit other WCCLS member libraries. There will be prizes and the library is hoping this will increase patron awareness of the interconnectedness of the WCCLS libraries.
 - Adventure pass can be used for Oregon State Parks, Portland Art Museum and the Oregon Garden.
- Library usage remains strong
 - Summer reading has 200+ sign ups so far
 - Brianna visited every class in both North Plains elementary schools
 - There was a large turn out at the ice cream social
 - 35+ kids at story time, one of the largest turn outs ever
- [See full report](#)

Library Board Report - Donna Medica

- The city budget passed; library is fully funded.
- The draft library budget was not changed due to the public safety levy not passing.
- This is a 2 year budget starting July 1st 2023 and going through June 30th, 2025

Financial Report

- 07/2022 – 06/2023 Report – Norma Tucker
 - As of May 21, 2023 the current assets for the FNPPL is \$35,406.16.
 - For the months of April and May 2023 the total income was \$2,801.40 and total expenses were \$695.93.
 - [See full report](#)
- Proposed 2023-24 Fiscal Year Budget
 - Budgeted income includes \$2,500 increase for EGF sales and \$2,000 decrease in operating reserves. Amazon Smiles and library dedicated materials income were reduced to \$0.
 - \$1,000 equipment/technology and \$3,000 capital improvements expenses were reduced to \$0 as they have not been used in prior years. Most other expenses saw a slight increase.
 - [See full report](#)
 - David made a motion to approve the proposed budget.
 - Carolyn seconded the motion.
 - Motion passed, budget is approved.

Committee Reports

- FNPPL Website and Membership Reports - Carolyn Leavitt
 - Website:
 - Carmen is helping with website maintenance.
 - Carolyn is maintaining book club pages.
 - Website traffic is increasing. Highest number of visitors ever on day of the ice cream social.
 - Membership
 - 38 current members
 - 3 new members signed up at the ice cream social. Susan will get the new member info to Carolyn.
- Book Sales
 - Friends Online Sales Report - Debbie Olson
 - July 2022 – June 2023 total sales were \$8,056
 - New group of volunteers in December & January helped get backlog of inventory listed and in January over 200 items sold.
 - FY 22/23 sales were about \$2,000 above the previous two fiscal years.
 - [See full report](#)
 - City Garage Book Sale - Susan Brown, Donna Medica
 - Beautiful weather for the day of the garage sale and a great turn out
 - Volunteers were able to refresh inventory from yellow house as needed
 - Total sales were approximately \$400
 - Library Book Cart - Susan Brown, Donna Medica
 - Inventory is being refreshed regularly

- QR codes for Venmo and PayPal are now on the library cart so shoppers can utilize those as well.
 - Ice Cream Social
 - Membership revenue of around \$150
 - Talked with community about both the library and the FNPPL
 - Several new member sign ups
 - Poster board was set up at the FNPPL table with QR codes that people could scan and get to membership app, PayPal and venmo.

Current and New Business

- Discussion and Vote for Slate of Nominated Board Members
 - The nomination committee has presented the following nominations for the next one year term for the Friends of the North Plains Public Library Board.
 - **President:** Susan Brown
 - **Vice-president:** *vacant*
 - **Treasurer:** Donna Medica
 - **Secretary:** Carmen Daskalos
 - **Members-at-Large:** Sheila Nelson, David Hatcher, Tracy Finsterbusch, Dustin Caley
 - Term is for one year beginning July 1st, 2023 and ending June 30th, 2024
 - The Vice President position is currently vacant but can be filled by the board at a later date if a candidate is identified.
 - Two additional member-at-large positions are available. Hoping to fill those positions at a later date, specifically looking for candidates with grant writing experience.
 - No additional nominations were presented by the members present.
 - Susan called for a vote on the candidates selected by the nomination committee.
 - Members voted unanimously to elect the candidates as listed above.
- Board Appointments – Standing and Special Committees
 - The board is appointing the following committees & positions
 - **Membership Secretary:** Heidi Fuiten
 - **Elephant Garlic Fest Book Sale committee:** Donna Medica, Susan Brown, Heidi Fuiten, Craig Baldwin
 - **Friends Online Book Sales (FOBS):** Tracy Finsterbusch, Susan Lair, Jeanne Baldwin
 - **Finance Committee:** Donna Medica, Dustin Caley, Susan Brown
 - **Membership Committee:** Heidi Fuiten, Susan Brown, Sheila Nelson, Jessica Terry, Monse Fuertee
 - **Marketing and Communication committee:** Carmen Daskalos, Jessica Terry, Monse Fuertee, Heidi Fuiten

Open Discussions

- Susan shared thanks and gratitude to the outgoing board for their years of service to the FNPPL. Their leadership and commitment helped shape what the FNPPL is today.
- Garlic Festival
 - Working on designing a floor plan that will incorporate both OMSI and the book sale.
 - Will be sending out a request for volunteers soon

Meeting adjourned at 7:50 PM

Next meeting dates:

- Monday, July 10, 2023 @ 7:00pm - Quarterly Friends Meeting

ANNOUNCEMENTS:

The library will be **closed on Monday, June 19th** in observance of Juneteenth and **closed on Tuesday, July 4th** for **observance of Fourth of July**. *The library will be open regular hours on Monday, July 3rd.*

WCCLS Passport – Visit libraries. Collect Stamps. Enter to win prizes. From June 1 to August 31, pick up a passport at any WCCLS library and visit other libraries to collect stamps. The more stamps you get, the more prizes you are eligible to win.

WCCLS Adventure Pass – Check out an experience this summer with your library card and our local partners like Oregon State Parks, Portland Art Museum, and the Oregon Garden. Must be a WCCLS library card holder at least 18 years of age.

Friends of the North Plains Library elects new slate of officers: TBD

See more details on these programs and more at wccls.org

SUMMER READING 2023 *FIND YOUR VOICE*

The library welcomes prize donations for our Spin & Win week in July!

NORTH PLAINS LIBRARY
PRESENTS A SUMMER SERIES

Free, light refreshments
All Programs
7:00 pm at the Library

LETTERS FROM HOME
Local residents share the life, history, and culture of their home countries, and tell of their recent travels home.

Wed. June 14
UKRAINE
Yulia Brockdorf
From Ternopil

Wed. July 12
KENYA
Hannah Thuku Kolehmainen
From Kiambu

Wed. Aug. 23
INDIA
Bakul Goodbole
From Satara

Creature Teachers Wednesday, June 21st at 1:00 p.m. at Jessie Mays Community Center. Come and meet our scaly, feathery and furry friends! Creature Teachers will talk about their creatures and then you'll have a chance to meet them, and ask questions! Drop in, no registration required.

Super Smash Bros Tournament Friday, June 23rd at Jessie Mays Community Center

Kids Tournament – 2p.m. & Teen Tournament – 4 p.m.

The first 32 people to sign up are guaranteed a spot to play so arrive early! Watching and cheering people on is also encouraged! There will be a \$20 GameStop gift card for first place and a \$10 gift card for second place for each tournament. Drop in, no registration required.

Summer Reading Art Lab Monday, June 26th at 1:00 p.m. at Jessie Mays Community Center. Explore Optical Illusions with Line Art! All materials provided. ART LAB is free to all participants! This program is best suited for elementary-aged kids and their adults. Registration required, no library card needed to register.

MONTHLY MEETUPS

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. 2023 Selections are posted on our website [here](#).

June 28 – *Demon Copperhead* by Barbara Kingsolver *Pulitzer Prize Winner*

July 26 – *Code Name Blue Wren* by Jim Popkin

Library Craft Guild

Meets in the library on the first Tuesday 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.

Teen Council

Meets in person on the 3rd Friday of the month for a variety of activities and opportunities. Contact briannas@wcls.org for more details.

UPCOMING MEETINGS**Library Board**

The Library Board meets on the third Wednesday of each month to discuss the library, its goals, and objectives. The next meeting is June 21st at 7 p.m. in the library.

Friends of the North Plains Public Library
Balance Sheet
As of May 31, 2023

Accrual Basis

	<i>May 31, 23</i>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Assets	
1010 · FNPPL Checking	15,332.61
1013 · Money Market 2011	20,016.67
1000 · Assets - Other	56.88
Total 1000 · Assets	35,406.16
Total Checking/Savings	35,406.16
Total Current Assets	35,406.16
TOTAL ASSETS	35,406.16
LIABILITIES & EQUITY	0.00

April 1, 2023 – May 31, 2023

INCOME

Online Sales	\$1470.34
Donations	469.44
Garage Sale	394.20
Cash back/sale	150.00
Used books	105.50
Membership	125.00
Fred Meyer rewards	86.92
TOTAL	\$2801.40

EXPENSES

Community Outreach	\$218.92
Postal expense	166.00
Cash for sale	150.00
Online expense	114.01
Office supplies	47.00
TOTAL	\$695.93

Budget

Proposed Budget

Year	2022-2023			2023-2024
INCOME				
Interest	4			4
Membership	1500			1500
Donations	4000			4000
Fred Meyer rewards	400			400
Used book sales	100			100
EGF book sale	3000			5500
Online sales	8000			7500
Operating reserves	2401			136
Amazon Smile	250			0
Lib material dedicat	100			0
TOTAL	19755			19140
EXPENSES				
Fundraising Ex	600			800
Liability Ins	1000			1085
State taxes	20			20
State Corp. fee	50			50
Community Outreach	400			450
Postal Exp	150			350
Off. Supplies	150			200
Banking fees	35			35
Equip. Tech	1000			0
Library collection	8000			8000
Volunteer rewards	250			500
Lib materials dedicat	100			0
Adult prog	2500			2750
Youth prog	2500			2750
other Exp	0			150
Capital improvemen	3000			0
SRP giveaway books	0			500
2nd copy books	0			1500
TOTALS	19755			19140

FOBS Revenue and Number of Items Sold Compare Fiscal Years

	<u>FY20-21</u>		<u>FY21-22</u>		<u>FY22-23</u>	
July	\$1,110.45	115	\$ 721.47	59	\$ 397.39	44
August	\$819.41	112	\$ 782.08	78	\$ 218.42	48
September	\$665.86	73	\$ 464.94	45	\$ 332.22	43
October	\$385.64	67	\$ 355.84	49	\$ 382.50	53
November	\$253.55	14	\$ 441.28	79	\$ 349.50	58
December	\$174.50	60	\$ 1,064.39	92	\$ 862.75	80
January	\$880.69	82	\$ 642.61	91	\$ 2,341.05	203
February	\$279.27	36	\$ 397.95	60	\$ 1,224.87	112
March	\$449.10	68	\$ 419.05	58	\$ 724.43	87
April	\$436.13	56	\$ 310.26	46	\$ 578.16	68
May	\$464.24	55	\$ 468.70	33	\$ 404.49	49
June	\$361.41	49	\$ 131.83	35	\$ 240.70	17
	<u>\$6,280.25</u>	<u>787</u>	<u>\$6,200.40</u>	<u>725</u>	<u>\$8,056.48</u>	<u>862</u>

