



Friends of the North Plains Public Library (FNPPL)

Friends Regular Board Meeting Agenda

North Plains Library **July 8, 2024 @ 7:00 pm**

Or via [Zoom](#)

- **Call to Order** - Susan Brown
 - Meeting called to order at 7:06 PM by Susan Brown

- **Roll Call** - Carmen Daskalos
 - Susan Brown, Carmen Daskalos, Maryann Spady, Doug Trobough, Sheila Nelson, Tracy Finsterbusch (Zoom)

- **Approve Consent Agenda** - Group
 - Agenda
 - Minutes
 - March 11, 2024, board meeting
 - May 13, 2024, board meeting
 - Maryann made a motion to approve the agenda and minutes from the March 11th and May 13th board meetings.
 - Tracy seconded the motion.
 - Motion passed, agenda and minutes from prior board meetings approved.

- **Library Director Report**
 - No report this month

- **Library Board Report**
 - No report this month

- **Committee Reports**
 - **Finance** - Doug Trobough
 - ○ Financial Statement
 - Statement of activity by class shows the final numbers for the previous fiscal year
 - There were a few, very small changes since the June, 2024 member meeting
 - Highlights
 - Total net revenue - \$26.3K
 - Total Expenditures - \$18.8K
 - Net Operating Rev: \$7.5K
 - Statement of Activity - June only
 - Book sales - \$650
 - Dues/Donations - \$1100
 - Interest from Vanguard is missing from the report, but is showing in Quickbooks
 - The reports were printed for meeting before interest update
 - Doug will update the reports
 - Net Revenue is just shy of \$2,000 for the month
 - Statement of financial position
 - Total assets are \$42,000
 - After the annual allotment has been given to the library for materials for the year, around \$4,000, we will evaluate what should remain in the Umpqua accounts and what should be transferred to Vanguard to earn interest.

- **Book Sales**

- **Online** - Tracy Finsterbusch
 - Sales were better than last month
 - Total sales of \$619.35
 - 54 sales total
 - 47 Amazon
 - 7 Ebay
 - Thank you, Tracy, for all your work & keeping things organized!
 - Donations are continuing to come in
 - Some donations are wonderful, some need to be trashed.
 - May be some opportunity to leverage social media to remind people of what we do and don't accept.
 - Pictures may help to, showing people what kinds of damage, etc we cannot accept.
- **Book cart Sales** - Susan Brown
 - Sales are continuing to go well!
 - Sales of \$71 last week and \$97 the prior week
- **Garlic Festival Book Sale** - Steering Committee Members
 - Maryann sent graphics to the North Plains Event Association so their website can be updated.
 - Volunteer recruitment efforts:
 - Susan - emailed current Friends
 - Carmen - posted on Facebook and to North Plains Community pages
 - Maryann – Posting flyer at the little lending library
 - Sheila - sending to volunteer list
 - Brianna - will be reaching out to the Teen council
 - Susan working with teen volunteer to coordinate help
 - Susan has emailed teachers in the area about getting books on Monday (after the sale)
 - Nike is helping to organize volunteers
 - Tracy has been in contact with the fire department to help load books on Monday, August 5th.
 - Tentatively confirmed.
 - Waiting for final approval from the captain.
 - Sheila will look for the electronic version of the flyer posting list and send it to Susan
 - Carmen will send list of volunteers from last year to Susan.
- Technology update - Carmen Daskalos
 - Ecommerce
 - Carmen has been researching options for an eCommerce website.
 - 3 options were reviewed:
 - Squarespace
 - Shopify
 - Woocommerce (hosted through Blue Host)
 - Squarespace
 - The Tillamook Library Friends used this to build their site.
 - Carmen signed up for the free trial
 - User friendly and easy to navigate, but limited design templates/options
 - Cost is on the higher end of the three options.
 - No alternative pricing for non-profits.
 - Shopify
 - This has been consistently showing up as one of the best in online searches.
 - Carmen signed up for the free trial

- User friendly and easy to navigate.
 - Lots of design options, but many have an additional monthly cost.
 - Additional plug-ins would be required to do some of the things we want (donations, etc).
 - Overall cost is going to be much higher than what we have now, especially if we need to add in additional plug-ins.
- Woocommerce
 - Free, open source plug in for eCommerce.
 - Designed to be used with Wordpress, which is what our current website is built on.
 - Wordpress is also free, open source software and has a large market share.
 - Many free or low cost plug-ins available to do what we need
 - Wordpress has more customization options than Squarespace or Shopify.
- Recommendation:
 - Use Woocommerce to set up our eCommerce site.
 - Carmen will begin the process of setting up a new website through BlueHost using Woocommerce.
- Membership - Susan Brown
 - Membership remodel
 - We need a sub committee to begin reviewing membership levels
 - Will work on scheduling a 3-4 hour work session.
- Marketing and Communication - Carmen Daskalos
 - New Logo rolled out July 1st!
 - Facebook:
 - Number of followers continues to grow:
 - Goal of 100 followers
 - Can we have a contest?
 - Follow us! Win a book!
 - Once we hit 100 followers, one of our followers will be chosen at random to win a book coupon.
 - SWAG – Susan Brown
 - Banner on order
 - Two banners ordered
 - One with our name and logo
 - One that says “Book Sale”
 - Water bottle stickers!
 - Will be selling these at the Garlic Festival

Confirmed meeting dates – all are the 2nd Monday of each month at 7:00 pm at the Library and Zoom

Monday, July 8, 2024 Board Meeting

August – no meeting – Elephant Garlic Festival

Monday, September 9, 2024 @ 7:00pm Quarterly Friends Meeting

Monday, October 14, 2024 Board Meeting

Monday, November 11, 2024 No meeting – Veteran’s Day

Monday, December 9, 2024 @ 7:00pm Quarterly Friends Meeting

Monday, January 13, 2025 Board Meeting

Monday, February 10, 2025 Board Meeting

Monday, March 10, 2025 @ 7:00pm Quarterly Friends Meeting

Monday, April 14, 2025 Board Meeting

Monday, May 12, 2025 Board Meeting

Monday, June 9, 2025 @ 7:00pm ANNUAL MEMBERSHIP MEETING/BOARD ELECTION