



Annual Meeting January 26, 2019

The 23rd Annual Meeting of the Friends of CCLS opened at 9:18 with a welcome from President Jean Abshier Forrest. Present were the following Executive Board members: Forrest, Vice President Elaine Byrd, Secretary/Treasurer A. Lynette Parsons, and board members Gaynell Leming and Melanie Sullivan. Board members Dr. Michelle Davis, Mollie Simpson, and retiring member Bobby Baillio were absent. Present as well were Adaire Griffin, Diane Garza, Tylene Wilcox; Branch Librarians Yoli Belt, Cindy Alegria, and Aquilia De la Cruz; and County Librarian Valerie Jensen and Assistant County Librarian Annie Vass.

The minutes of the 2018 Annual Meeting were posted on the wall prior to the meeting for review; on a motion from Sullivan, 2nd by Forrest, the minutes were approved as written.

Forrest then presented a fairly extensive review in her Annual Report of Friends' Activities, followed by the "State of the Library System," presented by Jensen and Vass, with some assistance from other staff members. Highlights included the commencement of a "Kids' Café" at Anahuac following the Summer Reading Program. This is a partnership with the Houston Food Bank to provide meals to school-aged children. The new facility at Winnie has finally begun with the contracting for the land from the school system. Jensen showed slides of the proposed building exterior and interior; the hope is to have it fully completed in 2020. Jensen has been charged to oversee an update on a plan for improvements at the Courthouse. A short discussion of "Little free Libraries," which are small stations in busy areas took place; the proposed first site will be in front of the new Administration and Technical Services building, which is in a busy neighborhood.

Bylaws Revisions, which had begun in committee earlier in the year, were next; the two updates were to split the office of Secretary/Treasurer, and to acknowledge the current actual practice of voting in person, by mail, or electronically. On a motion from Byrd, 2nd by Leming, the motion passed.

Another item of old business was consideration of a new Friends' Logo. Jensen and Vass presented several more choices (previous ones were not acceptable) and an updated book with heart in 4-color format, with "Friends" in the heart, was chosen on a vote with motion by Griffin, 2nd by Sullivan. Copies of the new logo will be provided to the President (for event noted further down), Secretary and Treasurer (for use in stationary and for ordering envelopes). A poster of the new logo will also be produced by Tech Services for use in the next event (again, further down)

The Goss Branch NerdCon event, held a couple of months ago, was presented by Belt; over 250 attendees, with 30 vendors, panels, artists, authors attended. Another is planned for February 7, 2019, and seed money will be requested from the Friends.

An item from the last quarterly meeting involved programming at Winnie, when Cindy made a presentation about a possible car show. Upon further research, JHML has opted to try a crawfish boil sale, which is still in the talking stages. There may be a need for seed money, but at this point in time, Cindy was not sure. It will be held in late February or early March.

The above two events are programming held by the branches to raise funds specific to those branches for programming over and above what they receive from the County budget or from the Friends as a group. Their net profits are kept by those branches for their use during the year.

The last item of Old Business was the discussion about the "New Tech" Open House. Jensen and crew have finally taken up residence. On a motion from Forrest, 2nd by Sullivan, it was approved to 1) move the proposed date to Tuesday, February 26, from 2:00 to 4:00 p.m. \$150 was dedicated by the Friends for the event (Friends will host); and Forrest will chair the committee. As noted above, Forrest will get a copy of the new logo for topping the cake.

Budget and financial considerations were next, leaving New Business to the end. Parsons had posted breakdowns of the Friends' account, which provided information on the income and expenses made by the Friends, and those created and spent by the library system, utilizing the Friends' account. Parsons then made a motion, 2nd by Griffin, to create a 2nd account under the Friends' umbrella, to provide an actual in-house bookkeeping methodology for the future. CCLS staff will maintain the nominal "library system" account; the Treasurer will maintain the "Friends" account. The software will still be housed in the system offices, and the staff will continue their same procedures for collecting funds from the branches; it will just be handled differently in-house by the people responsible for the Quicken software entries. Motion passed, and Parsons will work with Jensen about the division of the existing funds. She will also work with the bank to create the new account.

A few highlights of the Treasurers' report included the following: the Giving Tuesday promotion netted \$549.08 with donations both online and in-house; Remunerations to Chambers County for Goss Branch Furnishings included presentations to them of over \$11,000. Current balance in the account as of January 21, 2019, was \$10,578.06. Balance owed to the County on the Goss project is \$217,691.79. The report was approved by consensus.

Library requests for funds were then considered.

A Holiday Gift Wrapping project, scheduled for Xmas, 2019 was discussed. Belt outlined the concept, and several people offered materials for use; Forrest offered to create bows. Seed money request: \$100.00

Jensen appealed for a helium tank and a regulator for use by the branches, and possibly as a fund raiser for the Friends by allowing library patrons to blow up their own balloons. Cost estimated at \$250.00

Seed money for creation of the first Free Library housing totaled \$500, although the Girl Scout troop which will be cooperating with this may raise funds themselves.

Winnie's proposed crawfish boil seed money request was \$200.

The seed money for the upcoming NerdCon was proposed at \$350.00.

The annual commitment by the Friends to help underwrite the Summer Reading Program was decided that \$1500.00, the same as 2018, would be appropriate.

The annual "Wish List" of items requested by the three branches and Tech Services came to a total of \$2,223.98.

The annual disposition of Petty Cash to the Branches for programming items was decided upon at \$900.00 (\$300 to each branch, with branches returning receipts for same, and any unused monies returned prior to December 15, 2019.)

All these items came to a total of \$6,273.00. On a motion from Forrest, 2nd by Leming, the Friends voted to fund all items.

Returning to New Business, the election of members to the Executive Board was considered. Sullivan has agreed to serve a full 3-year term; Griffin agreed to fill a 2-year term for a retiring member; and Forrest will serve a 1-year term. Tylene Wilcox agreed to serve a 3-year term. Officers were also selected; Forrest agreed again to serve a 1-year term as President; Byrd and Parsons had already committed to serving as Vice President and Treasurer; and Tylene Wilcox graciously agreed to take on the new position of Secretary. On a motion from Parsons, 2nd by Byrd, all these changes were approved.

Membership rolls for 2019 stand at 426; the annual purge of non-renewal voters was considered, with 63 non-renewals from 2015. Forrest moved, Byrd 2nd, vote passed to purge the roll.

The meeting was adjourned at 11:30.

Submitted by A. Lynette Parsons in her last official role as combined Secretary/Treasurer