

Approved

**FRIENDS OF THE LIBRARIES, KONA  
BOARD MEETING MINUTES – June 21, 2011**

The meeting was called to order at 9:05 a.m. by President Pamela Wang. In attendance were Barbara Isley, Barbara Hussey, Alice Goo, Ken Guerra, Shirley David, and Irene Horvath. Absent: Barbara Sosna, Joyce Kimball, Kipapa Kahelahela, and Marilyn Koschella.

**MINUTES:** The May 17 meeting minutes were read by Shirley David and approved with a correction to the program resolution. Up to \$600 can be spent on honorariums per library per year to be reviewed at the end of 2011 for budgeting in future years. All honorarium expenditures are approved by the program chair. **MSA**

**TREASURER'S REPORT:** The April financial documents were emailed to members. F.O.L.K. net worth as of May 31 was \$50,384 including \$20,000 which was sent to the Friends of the Library Hawaii (FOLH) to be invested in their investment fund. The financial documents were generated by the QuickBooks software. The format was discussed. Shirley said she showed the documents to her husband who is an accountant. He suggested that the books be set up as cash basis rather than accrual basis and that amounts approved to be spent be set up as budgeted items. He also said that the \$20,000 sent to FOLH be accounted for on the balance sheet even though we have not yet received acknowledgment that it has been invested. The financial report was accepted. **MSA**  
The board decided not to renew the Kona Kohala Chamber of Commerce membership. **MSA**

**BOOK CLUB:** Susan Howarth will be leading the June 21 discussion of *Traveling with Pomegranates* by Sue Monk Kidd and Ann Kidd. The July 19 book is *Wolf Hall*.

**BOOKS ARE BUILDING BLOCKS:** Shirley will take left over school supplies to Catholic Charities for distribution to foster children and other needy children on their school supply list. Denise Stromberg took what she needed for the summer reading program and Kipapa did not request any of the items. Pamela will schedule a meeting in August to plan for the 2011-2012 school year BBB program.

**WAYS AND MEANS:** The June book sale is the best on record for sales income taking in \$2,352.40. Ken said that with consistent high sales the lanai area is being outgrown. Board members suggested that the check out area be moved to the alcove in front of the library front entrance. If that area is used a canopy will be required to block the sun and an extension cord will be needed to bring in electricity for the cash register. Volunteer staffing is still an issue. There are only fifteen people who consistently work at the sales. Getting young people who can move the boxes is also a challenge. Pamela said she met a long-term person at University of the Nations who may be able to organize young volunteers from there. Pamela will remind Joyce to write press release thanking volunteers.

Ken was authorized to purchase up to \$100 for incentive gift certificates at Starbucks, Jamba Juice, and/or McDonald's in \$1 and \$5 denominations for distribution to volunteers at July booksale. **MSA**

Booksale volunteers will be given the 20% membership discount. **MSA**

A used chair that adjusts to counter height was purchased for the cashier so she can be seen by purchasers.

The expenditure was approved. **MSA**

Ken will look for a canopy and two long tables at COSTCO.

Ken will be off island in September after the book sale until November 12. The library will be closed on November 12. The booksale will be moved to November 19. Ken will need someone to organize the October and November book sales. Pamela and Ken will talk after the meeting about options.

**MEMBERSHIP:** Alice observed that new members often join to get the member discount at a book sale and then don't renew. Membership continues to stay around 220.

**PROGRAMS:** Barbara Hussey thanked Gwen for the beautiful leis she makes for the program presenters. The last two programs had small turnouts but good response from the participants. Two people signed up to be foster parents and most of the 15 participants at the tea ceremony program wanted more information about where to buy locally grown teas. Barbara Hussey said that the performers appreciate our publicity for their programs in West

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Hawaii Today. Pamela said that she and her mother were the only audience at the June 18 program at the Kealakekua Library. She thought that Saturday morning may not be a good time especially on the same day as a booksale at Kailua-Kona Library.

Upcoming programs at the Kailua Kona Library:

June 28 – 5:30 pm – Niall de Burca – Irish Folk Tales

July 19 – 5:30 pm Sustainable Energy – HELCO representative (sponsored by League of Women Voters)

August - no programs unless someone is traveling through

September 10 - 2 pm Olga Salvatore and Greg Shirley – Salsa Music

October – Arneleo the Magician aka Arnie Rabin - Irene suggested Barbara Hussey coordinate with Denise Stromberg when the program would appeal to children.

November 5 – Jewish Wedding Traveling Band

December – Celtic Connection – Christmas Holiday music

January - working with a local seniors' tap dance group

Upcoming programs at Kealakekua Library:

June 29 – 5:30 pm – Niall de Burca – Irish Folk Tales

### **LIBRARIAN REPORTS AND REQUESTS:**

**IRENE HORVATH:** Ten new public internet laptop computers will be installed in October. Denise Stromberg and Michael Haley are looking at furniture for the additional computers that may result in a request in the future. Permission from DAGS has been granted to install the railing and steps in the garage. Next step is for Michael Rhein to secure a contractor. Sara Diaz is the new library assistant. This is a permanent position.

**KIPAPA KAHELAHELA:** Pamela reported that the new children's area at the Kealakekua Library is awesome. The outstanding projects are new circulation desk and screens for the rest room windows.

### **OTHER BUSINESS:**

**USE OF FUNDS:** The board discussed the state of the carpet at Kailua-Kona Library. Irene has had no success getting the carpet replaced by the State. The Waimea Friends of the Library spent \$30,000 to carpet with carpet tiles. The Waimea Library is similar in size the Kailua-Kona Library. Irene will check with the company who installed the Waimea carpet for an estimate.

**SCHOLARSHIP:** Shirley produced documents for the proposed Masters of Library and Information Science scholarship and emailed them to board members before the meeting. The FOLH scholarship documents served as a model. Shirley will ask the FOLH scholarship committee how they implement the loan clause if a recipient does not complete the program.

Establish a scholarship program awarding \$1,000 annually to a resident of Hawaii who is enrolled in the Masters of Library and Information Sciences program at the University of Hawaii. **MSA**  
Shirley was charged with implementing the scholarship.

**BOARD MEMBERSHIP:** Pamela stated we are looking for more board members. There is room to double up on positions to provide for training.

### **NEXT BOARD MEETING:**

Tuesday, July 19, 2011, 9:00 a.m. Shirley, Alice, and Joyce will not be at the meeting.

There is no board meeting in August.

The meeting was adjourned at 10:55 a.m.

Minutes prepared by  
Shirley David, Secretary