

Approved

**FRIENDS OF THE LIBRARIES, KONA  
BOARD MEETING MINUTES – December 20, 2011**

The meeting was called to order at 9:07 a.m. by President Pamela Wang. In attendance were Barbara Sosna, Barbara Hussey, Marilyn Koschella, Alice Goo, Ken Guerra, Kipapa Kahelahela, and Irene Horvath. Absent: Barbara Isley, Joyce Kimball, and Shirley David.

**MINUTES:** The November 15 2011 meeting minutes were read by Pamela Wang and **approved**.

**TREASURER'S REPORT:** Because Barbara Isley was absent from the meeting, the Treasurer's Report was deferred until the January 2012 meeting.

**KEALAKEKUA LIBRARY REPORT:** Pamela opened the discussion about the bookshelf in the library regarding the cost structure from Tom Sorensen, builder. The cost of the wood amounts to \$285. with milling and supplies amounting to \$346.00 These charges will be written off as a F.O.L.K. donation. The shrink wrapped damaged wood that was not useable will be offered to Tom free of charge. Kipapa discussed the basic overview of the library circulation desk provided by Victor Lugo, builder. Because there was no bid yet, the F.O.L.K. board passed on review until there is an estimated cost to the project. Kipapa also explained that a contractor is now required for any work done to the Kealakekua Library. In discussions with Keith, Chief Officer (ASB) Administrative Service Branch of the Hawaii Library Organization, he learned that (DAGS) Dept. of Accounting General Services must have an engineer to devise the guidelines before a written contract proposal can be submitted for review. Brian Jenkins of DAGS, who is from Kona, currently has the information and Kipapa is waiting to hear back from him for further instructions. Kipapa also thanked Tom Sorensen for the one new book shelf which was made from mahogany.

**BOOK CLUB:** Barbara Sosna announced that the Food Bank will be picking up donated foods after today's book club meeting. She also commended the recent write up in the West Hawaii Today about the Book Club and its function. Barbara will be distributing the book reading list for 2012 today. She also discussed the January 2012 Annual Meeting and what refreshments will be served. "The Happiness Project" has been selected as the January book of the month.

**PUBLICITY:** Joyce Kimball was absent from today's meeting so Pamela announced that the Orchid Newsletter has been completed and is ready to be e-mailed and to go to print. She explained that 54 of our F.O.L.K. members do not have e-mail so printed copies need to be sent to them via mail. The board agreed that 100 printed copies should be adequate for the mailings and for additional distributions wherever deemed appropriate.

**PROGRAMS:** Barbara Hussey provided the following information about upcoming programs:

THE DAMRON TAP GROUP 01/14/2012 2:00-3:00 PM  
SAKURA ENSEMBLE JANUARY TIME/DATE TBD  
SUE GARROD CASABLANCA QUARTET 2/21/2012 5:30-6:30 PM  
JOHN KEAWE GUITARIST 03/10/12 2:00-3:00 PM  
ORIGAMI WITH MICHELLE STROBEHN 04/17/2011 5:30-6:30 PM  
GLORIA TAPA'ATOUTAI UKULELE MUSIC MAY 2012 TIME/DATE TBD

Barb noted that the December Celtic Connection Holiday program was a great success. Over 60 people were in attendance and \$41.00 was donated to F.O.L.K. A very special Mahalo was given to Carol Trowbridge for co-hosting the event and to all the library staff who helped in so many ways.

Because she will be on the mainland, Barb will be absent from F.O.L.K. from February 15, 2012 to March 1, 2012. Bev Stehley will host the February 2012 musical presentation in Barb's absence.

Barb also requested that the annual budget for performances be raised, per library, to \$1,000 per calendar year beginning in 2012. The Board **approved** the proposal.

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**WAYS AND MEANS:** Ken Guerra reported that the November book sale brought in over \$1500 in sales with an average of over 300 patrons purchasing items. He noted that the new “set-up” was well received. The book cart, however, was not effective. Ken explained that the area around the cart was too hard to maneuver around and that the actual viewing of the books on the cart was too difficult. Additionally, he said there are more volunteers available during the winter months so plenty of folks were present to help the customers. The January 2012 book sale is scheduled for the 14<sup>th</sup>.

**IRENE HORVATH:** Irene requested funds for two projects at the Kailua Kona library:

- 1) Signage (also to include long wire bookends) \$515.00 not to exceed \$550 if postage is more than anticipated. The Board **approved** this request.
- 2) Decorations for summer reading incentives for children and young adults \$750. The Board **approved** this request.

She also noted that she has not heard back yet from Gaylord regarding the cost of additional shelving. Irene reported that the roof painting is nearing completion and that the photo voltaic panels, once installed and functioning, will allow the library to become better energy conscious and, if at such time the library does become self-sufficient, any unused power will be sold back to Helco. Irene discussed the upcoming 20<sup>th</sup> Birthday Party for the library which will be held on February 29, 2012. She reported on the refreshments, entertainment (Kenny Endo) and a senatorial dedication to complete the event. She also requested that a write-up about the party be submitted to the West Hawaii Today as an upcoming event. Irene reported the Legislative Breakfast in January 2012 will be hosted by the Friends of the Libraries, Hawaii. She explained that the breakfast will be a venue for library staff to reach out to our elected officials.

A warm Mahalo to Irene for providing 10 gift cards for free DVD rentals as prizes for BBB. Additionally, it was noted that Barbara Isley should pay Pat (at the library) \$10.

**BOOKS ARE BUILDING BLOCKS:** In Shirley’s absence, Ken Guerra led the discussion about BBB. He reported that the turn out this past month was better than it has been and that there was way too much left over pizza at the end of the session. Seven gift certificates for \$30 for Sam Choy’s Restaurant were given to the Pit crew for all their hard work. The certificates were provided to Eugene, Marie, Vince, Lois, Anne, Harriet and Clear. Ken reported that the next BBB will be held on January 3, 2012 and that in February, Nancy Tashima from the space museum will be a presenter. Lively discussion from all the Board members then ensued about the pros and cons of the BBB and its viability. Everyone agreed that there needs to be one person who is “in charge” to lead the volunteers in a cohesive, productive manner. Other suggestions were to approach drama teachers or, perhaps, someone from the Aloha Theatre to provide costumed characters as an additional draw to the BBB. There was agreement by the Board that a larger ad in the West Hawaii Today for BBB referencing a “New Year’s Resolution” to read to my child would be an eye catching theme. In moving forward with these suggestions, the Board decided to make a decision by May 2012 whether BBB should be continued.

**MEMBERSHIP:** Alice Goo requested additional information on the usage of Pay Pal on our website. The board, collectively, opted to use Pay Pal in paying our own dues and asked Alice to be sure to watch to see that the payments appear for her records.

**HISTORIAN:** Marilyn Koschella reported that she is still on maintaining the F.O.L.K. historical book.

**OTHER BUSINESS:**

Barb Hussey suggested starting each of our meetings with a poem or verse dedicating our meeting to move forward as a positive and successful undertaking. She was also chosen to open the January 2012 Annual Meeting with those thoughts in mind.

Approved

**NEXT BOARD MEETING:**

Tuesday, January 10, 2012, 9:00 a.m.

**ANNUAL MEETING:**

Tuesday, January 24, 2012 10:00 a.m.

The meeting was adjourned at 11:02 a.m.

Minutes prepared by

Barbara Hussey, Secretary Pro Tem