

FOL Kingston Springs

1/12/23 / 5:30 pm / Event room

Attendees

Kandace Kapanka, President

Lana Foster, Treasurer

May Lingner

Jenny

Sara Schultz

Marsha

Kari

Corey Foster

Meeting called to order and started by Kandace Kapanka at 5:35.

Old business discussed.

1. A date was set for summer reading program reimbursement receipts from Velvet and received receipts in December. Wrote a check to reimburse Velvet for \$1,123.59 on 12/3/22 and receipts and check were verified by Sara Schultz, Kandace Kapanka, and Lana Foster.
2. Held annual tree lighting on 12/1/22. Jack Kapanka provided music, John Lawless gave assistance in hanging lights, and tree donated by Thrive Garden Center. FOL purchased Little Debbie tree cakes for boy scouts to give out to attendees. Last year this cost was covered by the city but they denied our request for this year.
3. Held "Pictures with Santa" event on 12/3/22. Jack Kapanka as Santa and provided a \$50 Skyking gift card for his time.
4. Provided an ornament gingerbread activity for those who attended "Pictures with Santa."
5. Approved a \$75 payment to Lauren Beihoffer for her workshop presentation on Mastering Your Metabolism to be held at the library on 1/10/23.

The floor was opened up to new business and the following was discussed.

1. Corey Foster set up a Mailchimp account to send emails to current FOL members. Lana Foster has access and log in information and is currently sending out emails for events and reminders. Currently there are 50 members on this list, including FOL position holders and library employees.
2. Requested Corey Foster rebuild the library website. Corey set up the initial website and instructed Sara on its use. He offers to continue to give support when needed.
3. Storage solutions and approval of spending budget for storage items. May suggested checking for discounts with Demco, Librarystore, and Uline. Sara will look over available discounts and get a budget to the FOL for approval. Agreed on having a goal of organizing the side room by the Summer Reading Program.
4. Summer Reading Program planning and budget. Previous year \$2,066.99 was spent. This included program cost, state library attendance, rentals and reimbursements. Sara printed copies of the previous year's Summer Reading Program numbers. The number of attendees was 298 but this included parents as well. It was noted that all six of the programs were for 6-11 year olds. It was discussed opening the programs up to a wider age group and involving older kids since Storytime is mostly attended by pre school aged children. Setting a budget for the Summer Reading Plan was also discussed. May suggested using a prepaid debit at the bank for the children's programmer to draw from for purchases.
5. Upcoming events, speakers, promotional signage, and donation box were discussed without a set plan or budget for signs. It was agreed that the easiest start would be another standing sign like the library already has to put out front. Purchase of a house shaped donation box was suggested by Lana with the purchase being seconded by Kandy and passed by the majority.

More events like the Metabolism workshop with Lauren were discussed and it was agreed that in the future for events the library should utilize a Google Forum sign up. Sara brought to the floor information about a student art show that she discussed with the elementary principal, Lucus Winstead. The art show would be in the spring and it was discussed and agreed to open it up to homeschool kids as well as public school elementary aged. Sara asked that the FOL provide snacks and drinks for the art show. Kandy made the motion, seconded by Lana and the motion carried.

6. Future goals for library and growth. Leaning into the idea of a "Third Place" environment. May and Marsha brought to the floor the idea of a future goal to build a new library that would be larger and provide even more opportunities to the community. Location and possibilities were discussed, including incorporating the feel of the current log cabin library. May, Marsha, and Corey gave information on the steps that would need to be taken and discussed the board's decision to help create a Community Foundation to raise money

for the process. Marsha was going to get more information on starting a Community Foundation and reach out to Clarksville on their process for building their new library.

7. Set date for next FOL meeting and future virtual possibilities were discussed. It was agreed that the FOL would meet at the same time each month and that at this time the current FOL is not large enough to sustain virtual feed of meetings and May pointed out that virtual participation of meetings is against the Sunshine laws and therefore can not be done.

Kandy read the finances

1. For the month of November there were no credits and checks written in the amount of \$264.82 to reimburse Lana Foster for Halloween and Christmas supplies and \$50 to Skyking Pizza for a gift card for Jack Kapanka. Total deductions in November were \$314.82.
2. For the month of December there were no credits and checks written in the amount of \$1,123.59 to Velvet Collier for Summer Reading Program reimbursements. Due to the holidays, deposits were made in January of 2023.
3. At the end of the December the balance was \$59,989.22
4. Lana brought to the floor information regarding a Demco letter and Community Foundation direct deposit request. May gave clarification on the Demco letter.
5. Changing bank statement delivery to emails and set up an online banking account with United Community Bank.