

Friends of the Manchester Library  
Meeting Minutes for July 24, 2013

Attending: C. Campbell, G. Herbison, C. Kucius, B. Lounsbury, Z. Sherman, G Weixler, R. Weixler, J. and J. Winslow

Actions pending:

Ray: Continue effort on copyright investigation (pending)  
Carol/Ron: Touch up paint on the new shed (pending)  
Eric: Dispose of plank near South shed (pending)  
Winslows & Weixlers: Organize the staff recognition for a staff meeting August 8 at 11:00.  
Ralph Nelson: Submit article on recognition of Cassidy to POI (no report)  
Carol: work on library/FOML section of the book  
Dennis: work on Port/Water District info for the book

Carol/George: work on irrigation system  
John: develop details of room rental income from Sunday groups, and carpet cleaning added expense they have caused  
John/Ron/Carol/Others: Meet separately with provided info to determine what action to recommend.  
Carol: Contact Kingston about Thrift Books contract  
Carol/George: investigate podium replacement options

The meeting was called to order at 7:00 pm by Vice President Herbison.

Minutes of the previous meeting were approved as presented.

Correspondence: none.

Treasurer's report: Treasurer's report approved as submitted. Salmon Bake financial report submitted; more money came in that day than can be accounted for by known amount of meals sold, separate book sale event, raffle, etc. \$1290 remains undesignated in Quicken, except as "salmon bake". A very successful day.

Branch Manager's report: See separate report from Zak. The sign on the door has a street address with Manchester instead of Port Orchard. After discussion, decided to clarify the next version of the sign and not use Port Orchard at all, in order not to confuse this library with Port Orchard's. Add the Manchester mailing address in full. During shrub removal the Water District found a potential explosive device, and a bomb removal unit came to take it away. Likely leftover improvised fireworks from July 4<sup>th</sup>. New magazine shelving will require rearrangement of the reading room; discussion included: trying not to lose still more book store shelving, how to mount the cash box securely if those shelves are removed, how to arrange the furniture so the chair are not placed with their backs to an open area and outside door (not comfortable), where to move the FOML file cabinet, etc. Also discussed replacing the large podium with a folding one to save space, moving the AV cabinet and putting fixed shelving in its place.

Bookstore report: Store in good condition.

Newsletter: Next issue about Labor Day.

Facilities Manager report: Monthly maintenance done. HVAC servicing scheduled for August 8.

Gardens: Very few volunteers came to the July weeding. Watering is still somewhat time consuming, since the water pressure is too low. George offered ideas about how to make that easier, including moving the pressure regulator if feasible.

Long Range Planning: No report.

MCAC: No report.

Old Business: Recognition board plaque and picture for Cassidy Holtzman are up. Manchester Memories copyright: no report. Paint on new shed awaiting completion of retaining wall. Staff recognition postponed to August 8. Arcadia Press book: pictures still needed, some uncertainty about whether progress is being made. Ron is away, will learn more when he returns. Agenda's calendar revised to show the year of events (it wraps around now to next year). Parent's Night Out will be August 10, 5-8pm, volunteers needed. The web site has some revision needed; others are well under way; Thomas is working on it as he can. The Larsons' recognition for community service included a plaque ordered for MCA; \$10 was approved to help pay for the plaque if it's needed. Amy's Takeover planning continues: Gigi has six raffle items, and needs volunteers at the event to greet people and hustle raffle tickets. Tell everyone to come eat at Amy's on September 30.

New Business: Agreed: no September book sale. The Holiday sale will be November 2. The Sunday groups' room rentals were extensively discussed. Items include: frequent carpet cleaning expense, repeated failure to keep the stains from happening, basis of their room rental amounts, and whether it's even worth it to have them rent the room, given the expense. It appears the evening group offered to pay the extra cleaning expense when they cause it, but that is not clear. Further information is needed to make a decision, and a separate discussion was recommended. KRL forwarded details of a company that sells used library books (Thrift Books); after discussion it was decided to contact the other branch that has signed on with Thrift Books, and see how they like it after some time has passed. We currently don't have a great need for that service, with our good volunteers sorting books regularly, but it may be useful in the future.

Meeting adjourned at 8:20 pm. Next meeting: Wednesday, August 28, 2013, from 7 to 8:15 pm in the Library.

Respectfully submitted,

Carol Campbell, Secretary