

MEETING MINUTES

MEETING: Friends of the Library (FOL) (South Cheatham County)

DATE AND TIME: November 7, 2023, 6 p.m.

LOCATION: South Cheatham County Library (main room)

ATTENDEES: Kandace (Kandy) Kapanka – President, FOL
Lana Foster – Treasurer, FOL
Charlie Silliman – Secretary, FOL
Sara Schultz – Director, South Cheatham County Library
Jack Kapanka – Chairman, Cheatham County Library Board of Trustees
Janet Walker
Cory Foster
Shirly Gogliotti
Kathy Lawson
Jenny Oles
Kari Panter

PREPARED BY: Charlie Silliman

ITEMS OF DISCUSSION:

Kandy called the meeting to order at 6:01 p.m.

Old Business

Old business items were discussed. Some additional items of note are listed below:

- Deposits of \$50,000.00 of FOL funds into a laddered CD plan was discussed. \$12,500.00 would be invested in each of four CDs. One for three months, one for six months, one for nine months, and one for one year. After each matures, it would be reinvested (if so agreed) in another one-year CD going forward. See Finances section below.
- Lana will check with the bank for preferred processing platform (Venmo or other) to use with QR codes. Sara will check with the PTO on the platform that they use. There was some discussion about perhaps using PayPal in addition.
- The giving of gift cards to library staff on their birthdays will begin in January.
- The library website is up and running at southcheathamlibrary.com!

New Business

Agenda Item 1.

Tree lighting at the South Cheatham County Library.

Additional Notes:

Our tree lighting event will be held on Thursday, November 30 at 7 p.m. At the time of this writing, emails have already been sent out detailing all the festive plans!

Agenda Item 2.

Santa at the library. Thoughts on adding Cookie Contest to the festivities.

Additional Notes:

This event will be held on Saturday, December 2, from 10 a.m. to noon. At the time of this writing, emails have already been sent out about this event that will be called *Cookes with Santa* and will include the return of our popular cookie contest! The decision on judges for this contest will be decided soon.

Finances

There were several financial items that were discussed which needed approval. They are listed below.

<u>action</u>	<u>motion made by</u>	<u>seconded by</u>	<u>result</u>
Allocate \$300.00 for Christmas tree purchase	Jenny Oles	Kandy Kapanka	motion passed
Allocate \$300.00 for items for tree lighting event	Cory Foster	Kari Panter	motion passed
Raise pay for Santa from \$50.00 to \$75.00	Lana Foster	Janet Walker	motion passed
Allocate 75.00 for cookie contest gifts	Janet Walker	Kandy Kapanka	motion passed
Invest \$50,000.00 in a laddered CD plan for improved interest income	Janet Walker	Charlie Silliman	motion passed

With credits for book and sticker sales, donations, renewals, and interest totaling \$115.55, and debits of \$313.32 (book purchase of author, Dawn Young, materials for teen craft night, and Trick or Treat on Main handouts), the ending balance is \$58,995.41.

Kandy adjourned the meeting at 7:10 p.m.