

MEETING MINUTES

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

DATE AND TIME: September 3, 2024, 6 p.m.

LOCATION: South Cheatham County Library (main room)

ATTENDEES: Kandace (Kandy) Kapanka – President, FOL
Lana Foster – Treasurer, FOL
Charlie Silliman – Secretary, FOL
Jennifer Ensley – Director, South Cheatham County Library
Kathy Lawson
Jenny Oles
Shirley Gogliotti
Cate Burgan

PREPARED BY: Charlie Silliman

ITEMS OF DISCUSSION:

Kandy called the meeting to order at 6:00 p.m.

Old Business

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

- At each Cheatham County Board of Trustees board meeting in the future, a spot on the agenda will be reserved for the South Cheatham County FOL to report on important items pertaining to our support of the South Cheatham County Library. If a representative is not able to attend, a report will be furnished to the board prior to the upcoming meeting detailing our activities.
- Jennifer mentioned that due to recent changes to our library staff, a new part-time position may be available soon.
- May Lingner is helping to build/format a new library website which will contain pages for both libraries, the board, and links to both FOL groups.
- A decision will be made soon as to what will be done with the \$1,000.00 +/- of in-store credits for McKays and \$50.00 in cash that was found recently in the library office.
- Due to some information given to Lana from Martha (who prepares the taxes for both libraries), we will begin giving tangible gifts (instead of gift cards) to library staff as birthday gifts.

New Business

Agenda Item 1. – Fall activities

Additional Notes: Jennifer will soon present the FOL with items that will be needed for the Trick or Treat on Main event to be held on October 31.

Agenda Item 2. – Library Board members and roles and responsibilities of FOL groups

Additional Notes: The board may still be seeking an additional member. Our FOL group has reminded itself of our specific roles and is committed to the fact that our main focus is to support the board, our library director, and our library staff and not to make policy decisions.

Agenda Item 3. – FOL now has a place on the board agenda

Additional Notes: See bullet point #1 in Old Business above.

Finances

After credits for interest, book sales, and donations of \$40.59 and debits (for director and staff member gifts) of \$62.95, the ending balance is \$12,548.76.

Additional Notes: Edward Morris donated the money required for our library to join the Cheatham County Chamber of Commerce.

After some discussion, Kandy made a motion (seconded by Kathy) to reinvest one of our CDs (that is coming to term) in another one-year CD. The motion was passed.

For bookkeeping purposes, it was agreed that receipts for the summer reading program (and perhaps other expenditures) shall be processed in a more timely manner.

Kandy adjourned the meeting at 7:25 p.m.