



BENBROOK PUBLIC LIBRARY

Friends of the Library Board Meeting

Meeting Details

Date & Time	August 15, 2024 6:30PM
Venue:	Benbrook Library Meeting Room
Attendees:	Steve Cobb, Richard Reese, Dan Kievlan, Bridgett Adrian, Claudette Huddleston, Russell Kegley

Agenda Details

Call to Order
Minutes Approval(s)
Reports - Financials
Financial Business A. Summer Closing Party Funding Request - \$395 B. North Texas Giving Day To-Do List C. Summer Volunteer T-Shirts
Other Business A. Shelf Dolly Update B. Book Sale Dates & Plans C. Summer Reading Closing Party Volunteering D. Social media To-Do List
Adjournment

Meeting Minutes

Call to Order: Steve Cobb, President, opened the meeting at 6:35 PM.

Minutes Approval: Minutes from the July meeting were approved by acclamation.

Reports: Financials – Richard Reese presented the July financial report. Net revenue to the Friends for June totaled \$332.42, led by strong sales at the Bookstore of \$292.64. When all outlets for book sales (DeClutter, Texas Book Consignments, eBay, Sell Back Your Books,

and the Bookstore) are taken as a group, revenue from book sales totaled \$332.42. Expenses for July were \$575.83, the biggest payment being a reimbursement for shelf dolly expenses of \$353.83; these expenses are one-time, and we hope to be able to use these for many years of future book sales. Financial report was approved as read.

Financial Business: A. Shelf Dolly Additions – Russell reported on construction of what he thought were the final shelf dollies, only to discover we need one more to hold our total inventory of 160 shelves. The plywood, casters, handle, and ratchet straps have been purchased for this; reimbursement will be requested later this month.

Other Business: A. North Texas Giving Day Planning – Bridgett reminded us that North Texas Giving Day is scheduled for September 19. The Friends are registered to receive donations. We have two signs, one to post at the street. Bridgett will make a sign to post at the library's front door. We will ask Erica if she can see if Wells Fargo might post a sign on their property near Winscott Road.

B. Letters to schools for volunteers – Russell has drafted a letter to send on Friends/Library letterhead to about 10 school in Benbrook and southwest Fort Worth to let school counselors know that we have opportunities for their older students desiring community nonprofit service hours. We will send those next week.

C. Book Sale – book sale setup is scheduled for Wednesday & Thursday October 30 & 31. The normal sale will happen November 1-3, with teardown November 4.

We discussed the possibility of offering early access to the sale for a donation, \$25 or \$50, in addition to donations for the books selected. In addition, we might extend special invitations to fire, police, EMS personnel. Also, sending a special early invitation to teachers might bring in additional readers. Russell will help coordinate this.

D. Bridgett discussed the possible selection of the Wild Apricot package for tracking volunteers, members, volunteer hours, etc. She will provide more details as she evaluates it.

Adjournment: Meeting adjourned at 7:07 PM