

**Minutes – June 14, 2019**  
**Friends of South Carolina Libraries (FOSCL) Board Meeting**  
**11:30 a.m.**

**Board:**

**Present:** Marlana White, President;, Jonathan Haupt, Libby Law, Sarah McMaster; Helen Ann Rawlinson, Donna Lolos (State Library Liaison)

**Absent:** Maurice Cherry, Paul Dove, Mary Ellen Ham, Elaine Kjellquist, Valinda Miller

**Guests:** *Amber Conger* (Director, Kershaw County Library – [amberc@Kershawcountylibrary.org](mailto:amberc@Kershawcountylibrary.org) ); *Dennis Harkins* (Treasurer, Aiken County Public Library – [DJHarkins@hotmail.com](mailto:DJHarkins@hotmail.com) ); *Kitty Spires* (Friends of South Congaree – Pine Ridge Libraries, Lexington – [rkspires@bellsouth.net](mailto:rkspires@bellsouth.net) ); *Katy Watkins* (Volunteer Coordinator Richland Library Friends and Foundation – [kwatkins@richlandlibrary.com](mailto:kwatkins@richlandlibrary.com) ),

**Call to Order:** Marlana White distributed several handouts: today’s meeting agenda, minutes from the March 8, 2019 Board meeting, minutes from the April 3, 2019 Annual Meeting, the most recent budget report, and applications submitted for the 2019 Grant.

Marlana provided snacks and Libby Law provided leftover candy from the Annual Meeting to grateful Board members.

The meeting was called to order at 11:30 a.m., guest welcomed and introductions were made.

**Approval of Minutes:** Motion: *To approve the March 8 Board Meeting minutes and the April 3 Annual Meeting minutes.* Made by Libby Law; seconded by Jonathan Haupt, and unanimously approved. The Board decided to post approved minutes on the FOSCL website.

**Treasurer’s Report:** Libby reported that the latest reconciled financial report (end of April) shows **balance of \$7,452.75**. (Note: the bank statement received after the meeting shows a balance as of May 31 of \$7,457.75). She reported that ***income for the 2019 Annual Meeting totaled \$925 and expenditures \$1,264.36*** compared to 2018 (Income \$1,110 and Expenditures \$1,464). Forty four registered for 2019 compared to 74 for 2018. Maurice Cherry’s hard work in encouraging 2018 attendance in Greenville was praised highly.

**Membership Report:** Libby reminded the Board that the first mailing for 2020 membership should go out in October, that the information on the Website needs to be updated and new remittance envelopes printed to reflect the change in the dues structure approved at the Annual Meeting.

- (1) The *FOL group fee* will be listed as an amount **from \$25 and up**.
- (2) The *Individual Friend* rate will be from **\$10 to \$24.99**.
- (3) The *Special Friend* rate will be **from \$25 to \$99.99**.
- (4) The *Friend Indeed* rate will be in the **\$100 and up** category.

After a discussion about adding a “Family Membership Category” the Board decided to *add a statement on the Website and Remittance Envelope* making it clear that “when there are two or more members from the same household join/renew, each should pay an individual fee.”

Libby will send a report on the 2020 membership to the Board in October.

Marlena reported that the Citizens for Maryland Libraries, the statewide Friends group in Maryland, provides honorary membership for library directors, assistant directors and Library Board members. Marlena will check on membership policies in North Carolina and/or Georgia. This will be discussed further at the next meeting (October 11, 2019)

**Newsletter:** The most recent issue (March 2019) of the newsletter is posted on the website. The next issue is scheduled for June.

Concern was expressed about number of people reading the newsletter. Security technology may be sending it to spam/junk/etc. Marlena will check on the statistics regarding number of people accessing (opening) the newsletter. Information about accessing the FOSCL Newsletter is to be included in the October mailing.

The Board decided that the article written by Dennis Hawkins will be sent separately. Dennis was asked to send some photographs to go with the article.

How to get information about local Friends groups activities. was discussed.

- Sarah McMaster agreed to design a form for the newsletter to encourage Friends groups to submit information about their Local Friends activities.
- Marlena will contact Leesa Aiken to discuss getting information available through the State Library’s clipping service.
- Jonathan suggested checking “Google news alerts “for Friends groups.
- Requesting information about Facebook pages from each Friends Group was also suggested.

**Literary Landmark:** Marlena reported on the 2019 Literary Landmark Program. Jonathan announced that the location for the 2020 Literary Landmark has been approved by the ALA to coincide with the SC Academy of Authors induction ceremony for Aiken in April. The SCAA, FOSCL, and SCSL plan to continue the partnership that sponsors the landmark initiative.

**Grants:** The Board discussed the applications received from Charleston Friends of Library, Friends of Nancy Carson Library Foundation, Inc., and Friends of the Lancaster County Library. Board members decided there are sufficient funds in the budget to award two grants.

Motion by Marlena: To award grants to the Friends of the Nancy Carson Library Foundation, Inc. and to the Friends of the Lancaster County Library. The motion was 2<sup>nd</sup> by Jonathan and passed unanimously. Both will be invited to make a report on the result of the grant at the Annual Meeting. Both applications include printed material and they will be informed that all printed materials must acknowledge that it is funded/partially funded by FOSCL. Marlena will send the FOSCL logo. (Note, it has been confirmed that both are 2019 FOSCL members.) Marlena will notify applicants about the decision.

**Regional Meeting:** The purpose of the Regional meetings is: to offer an opportunity for Friends Groups in a region (different from the location of the Annual Meeting) to get together, provide information and/or training and promote sharing of information. The Regional meetings are less formally structured, designed to provide for information sharing and do not include lunch. The meeting generally begins at 10am and ends at noon. The host library provides light refreshments.

- 2019 Regional Meeting will be held on October 23 at the Greenwood County Library. Marlena is working with Prudence Taylor, Director of the Greenwood County Library, on the program.
- 2020 Regional Meeting: Marlena asked Katy Watkins to consider hosting the meeting at one of the new/newly renovated branches of the Richland Library.

**SCLA Conference:** The Conference is scheduled for **October 9-11, 2019** in **Columbia**. FOSCL will provide an author panel with the theme “State of the Heart.” Paul Dove agreed (by phone) to contact Nathan Flowers, SCLA Program Chair, about scheduling the FOSCL program. Jonathan and Marlena are working on the program. FOSCL Board Members indicated that they are available to help as needed.

**Annual Meeting:** A 2020 Annual Conference will be held in Beaufort. Kitty Spires volunteered to work with Marlena and Jonathan on rebranding and promoting attendance at the Conference. Ray McBride, the Director of the Beaufort County Library and the Friends of the Beaufort and St. Helena Libraries, will provide local support. Information/invitations will also be sent to Friends groups in Georgia.  
General information:

Location: **St. Helena Branch Library (Beaufort County)**

When: **April 2-3, 2020**

Thursday night: Reception hosted by Pat Conroy Literary Center

Friday morning: FOSCL Program

Friday afternoon: Activities/Events

Friday evening: First Friday Beaufort County

**Other Business:**

**State Liaison Report:** Donna reported on her meeting (training) for the Hardeeville and Pratt Friends groups in Jasper County. She is very encouraged about the number of new people interested in re-establishment of the Friends. She will send

- contact information and pictures to Marlena for the Newsletter and Website.
- chart showing the different roles of Library Friends, Library Boards and Directors to Marlena for posting on the Website.

**United for Libraries:** The Board congratulated Marlena, who was selected as the recipient of the United for Libraries/Thriftbooks Friends Conference Grant. She will be attending the 2019 Annual ALA Conference in Washington, DC.

The meeting was adjourned at 1:10 p.m.

\* In the absence of Maurice Cherry, excused for medical reasons, these **minutes were recorded by Libby Law.**

Respectfully submitted by the grateful  
Maurice Cherry, FOSCL Secretary [who made only a few minor changes]

**Upcoming Meetings:**

<b>October 9-11, 2019</b>	<b>SCLA Conference</b>	
<b>October 11, 2019</b>	<b>Board Meeting</b>	(11:30 a.m.), State Library, Columbia
<b>October 23, 2019</b>	<b>Regional Meeting</b>	(10:00am-noon) Greenwood County Library
<b>January 10, 2020</b>	<b>Board Meeting</b>	(11:30 a.m.) State Library, Columbia
<b>March 13, 2020</b>	<b>Board Meeting</b>	(11:30 a.m.) State Library, Columbia
<b>April 2-3, 2020</b>	<b>Annual Conference</b>	(TBA) Beaufort, SC
<b>June 12, 2020</b>	<b>Board Meeting</b>	(11:30 a.m.) State Library, Columbia

**Assignment Reminders:**

**October Membership Mailing to include:**

- Information about accessing Newsletter
- Ask Friends Groups to provide information about Facebook pages
- Updated remittance envelope

**Paul Dove:** Contact Nathan Flowers about a FOSCL-sponsored program at SCLA Conference

**Dennis Hawkins:** Send some photographs to go with the article.

**Libby Law:** Send 2019 membership information to Board members in October.

**Donna Lolos:**

- Send contact information and pictures of the Jasper County Friends to Marlana for the Newsletter and Website.
- Send the chart showing the different roles of Library Friends, Library Boards, and Directors to Marlana for posting on the Website.

**Sarah McMaster:** Design a form for the newsletter to encourage Friends groups to submit information about their Local Friends activities.

**Kitty Spires:** Work with Marlana and Jonathan on planning, re-branding and promoting Annual Meeting

**Katy Watkins:** To let Marlana know if the Richland Library will host a Regional meeting in 2020.

**Marlena White:**

- Post approved minutes on the FOSCL website.
- Revise remittance envelopes and Membership form on Website to reflect changes to dues structure and make it clear that “when there are two or more members from the same household join/renew, each should pay an individual fee.”
- Check with NC and GA to see what policies they have about honorary memberships.
- Check on the statistics about accessing the newsletter.
- Marlana will notify grant applicants about the decision and inform them that all printed material must acknowledge that it is funded/partially funded by FOSCL. Marlana will send them the FOSCL logo. She will also invite/encourage them to make a presentation at the Annual Meeting.
- Marlana will contact Leesa Aiken to discuss getting information available through the State Library’s clipping service.
- Check “google news alerts“ for Friends groups