

Friends of Black Earth Public Library Meeting Minutes May 14, 2025

Present: Carla Huston (Library Director); Nettie Koenig (President); Celia Westemeier (Vice President); Marie Pecquex (Treasurer); Kathryn Wachs (Secretary); Caro Smith (Member-at-Large)

1. **Call to Order.** The meeting was called to order by Nettie at 4:00 PM.
2. **Approval of Last Meeting's Minutes.** Reviewed and approved. (Marie motioned/Caro second).
3. **Treasurer's Report.** Marie reported our balances: \$13,833.00 in our checking account and \$40,954.01 in our Vanguard Funds for a total of \$54,787.01
 - New Business:
 - We have placed a donation box for the Friends of the Library, which will remain in the library.
 - We approved a reimbursement of \$47.22 to Marie Pecquex to cover the cost of the Library Director's Meet & Greet.

Treasurer's Report was reviewed and approved (Celia motioned/Kathy second).

4. Library Director's Report.

- Carla is in the process of ordering the items approved for the library at our last meeting: Cricut machine and supplies, window film, and library signage.
- The Friends approved \$500.00 to be used for Summer Library programming.
- Carla shared the following upcoming events:
 - A "Future Program" survey is being offered to library patrons that will help inform the library's adult programs.
 - TAB and Homeschool Hangout scheduled.
 - 6 Pillars of Lifestyle Medicine/May 28, 10:30 AM.

- SLP starts on June 9. Daily programs for kids and monthly programs for adults will be offered.
- The “Silent Reading Club” begins June 2 from 1:00-2:00 PM.
- Crafternoon will start in June and will meet on the third Wednesday of the month.
- The library will be closed May 24 and May 26 for the Memorial Day Holiday.

5. Upcoming Fundraisers.

- Pie Sale is scheduled for July 22, 2025 during the Neil Diamond Concert in the Park.
- We have decided to eliminate the “buy early” option and will keep bidding open on all pies through intermission.
- Nettie will contact Culver’s Cross Plains to see if we can arrange to have an ice cream truck at the sale.
- If the ice cream truck is not an option, we will look at other options to offer individuals treats: slices of pie or cookies.

6. Book Fair Review.

- Coordinating the book sale with the village garage sale weekend worked well.
- Changes under review:
 - Next year, we will consider extending the sale hours on Thursday and Friday and perhaps reserve Saturday for clean up.
 - We will also reach out to The Grove and the WH School District to recruit volunteers to help move books during setup and cleanup.
- Unsold books:

- Nettie will contact 2nd Chapter Resale and the Ridgeway Volunteer Library to see if either/both would like to pick up some of our unsold books.
- Carla will check with the Village about the possibility of installing bookshelves in the Municipal Building hallway to fill with books for sale on an ongoing basis.
- A Pop Up Sale may be offered during Field Days in August.

7. Approval of Library Signage, Window Film Cricut Machine and A Year Subscription for Cricut Software.

- Carla will submit invoices for reimbursement.

Approved (Nettie motioned/Celia second).

8. Scholarship.

- Carla will help promote our scholarship by placing a notice on the Teen Tab of the library's website.

9. Business Baskets.

- Carla has experience with fundraisers involving business basket raffles and is willing to advise.
- Marie will obtain a license for the raffle.
- The event details will be planned during our July meeting.

10. T-Shirts/Totes.

- Marie will follow up with Mazo Graphic on outstanding orders.
- Caro will share a link to Bonfire which is another source for printing custom t-shirts and totes.

11. Regional Fundraising Meeting.

- Legacy Giving.
 - Sample bequest language was reviewed and approved and will be added to our newsletter on an ongoing basis and will also be included on the Friends' page of the library's website.
- Large donations will continue to be acknowledged with a handwritten letter.
- Personal notes will be included on the standard letters sent throughout the year and on our end of year giving letters.

12. Library Board Meeting.

- Nettie attended and shared updates from the Friends.

14. May Elections.

- By-Laws Article IV – Officers & Elections
 - Section 1: The Officers shall be President, Vice President, Secretary, Treasurer and 2 At Large Members.
 - Section 2: Officers shall be elected at the annual meeting by a majority of those members present.
 - Section 3: Officers shall serve a term of two years and may be elected for consecutive terms with the President and Treasurer elections held in even numbered years and Vice President and Secretary elections held in odd number years.
- Kathy Wachs was elected to serve another two year term as Secretary. Caro Smith was elected to serve another two year term as Member-at-Large.
- All other current Board members plan to continue through their terms.

Election Approved. (Marie motioned/Celia second)

15. **Other Business.**

- Black Earth will host Trivia Night in 2026. We will begin planning for this event in July.
 - Nettie will contact Brian to see if there is interest in moving the event to the Community Center with Base Camp providing sandwiches and desserts.

16. **Schedule Next Meeting.** Our next meeting will be a Special Fundraising Meeting to plan for the Pie Sale and for Trivia Night and will be held on July 14th at 4:00 PM.

17. **Adjourn.** The meeting was adjourned at 5:25 PM.