



Peachtree City Library, Incorporated
Friends of the Peachtree City Library
201 Willow Bend Road
Peachtree City, GA 30269

MINUTES OF THE BOARD OF DIRECTORS MEETING
March 31, 2020 – 2:15 PM

Because of precautions taken concerning the COVID 19 virus, the Board conducted a virtual meeting. All members submitted reports prior to the meeting which are summarized below.

Attendees Online: Rebecca Watts, Lee Eltzroth, Donn Blosser, Jerry Kahn, Ruth Arthur

1. Call to Order:

- The meeting was called to order by President Lee Eltzroth.

2. Approval of Minutes of Last Meeting:

- The minutes of the January 22, 2020, meeting were approved as modified.

3. President's Report:

- Lee submitted an application, in the name of our Friends group, for the FOGL (Friends of Georgia Libraries) Author Appearance Grant and on March 20 received word from the president of FOGL, Dan Aldridge, that we are the winner of this year's award. The Awards Ceremony will be held at the rescheduled Annual Meeting/Spring Workshop (date to be determined) and Lee, other Board members, Friends members and library staff are invited to attend. Up to five are encouraged to stay for the workshop which has a \$20 registration fee.
- Prior to the grant submission Lee had asked best-selling author Lynn Cullen to speak at our library. Lynn has been awarded the 2020 Georgia Author of the Year Lifetime Achievement Award. She is scheduled to come to the Peachtree City Library on June 7 but a decision will be made in mid-to-late May if that date needs to be rescheduled.
<http://lynncullen.com>

4. Treasurer's Report:

- Jerry Kahn stated that for the period January 1, 2020 through February 29, 2020 the FOL had income of \$1,540.54 and expenses of \$412.90 yielding a net profit of \$1,127.64. As of February 29, 2020, the FOL assets were \$29,358.52. Details are provided in the attached P/L statement and balance sheet.

- As of March 25, 2020, there was \$28,806.22 in the FOL checking account at Ameris Bank.

5. Secretary's Report:

- Ruth Arthur reported that we submitted our annual registration with the Georgia Secretary of State for Peachtree City Library, Inc. on February 2, 2020.
- We also renewed our membership in the Friends of Georgia Libraries (FOGL).
- As of March 25, 2020, we have 89 members with 28 of those having renewed for 2020. Six are Sustaining members and one Patron member. No corporate members have renewed for 2020. Members are considered as renewed if they renewed from October 2019 on.

6. Art Initiative Report:

- Rebecca Watts reported that she and Honey Corbin decided to cancel the Mixed Media show that would have been in May/June. Both artists of the current watercolor show are willing to keep their work up through June. Art Sunday has been cancelled for April and will not likely happen in May and June is unknown.
- Assuming there will be some opportunity to hang new art in the next couple of months, both FSOFA and NCAA have decided to keep with their preplanned schedule. Rebecca thinks that the photography club will leave their work in place for two extra months but hasn't yet checked with them.

7. Joel Cowan History Room Report:

- Rebecca Watts reported that she has not ordered the protective sunshade for the outside wall of the History Room because she does not want it shipped to the library while it is closed.
- Regarding the Digital Library of Georgia progress, Rebecca had a conference call with Mandy Mastrovita and Mary Willoughby at UGA to clarify some points on the metadata and the files themselves could be loaded at any time to the city's server. However, at this point she has not heard from Zach Jiang at the city's IT department. The 103 GB of files are currently residing on an external hard drive that UGA has loaned us. UGA's soft date for her to have the metadata back to them was April 10.
- Rebecca is working on reasonable and achievable goals for the History Room website and had an interesting first meeting with Theo Rosendorf, of Glyphic, Lee and Jerry.
- Rebecca is hopeful to be able to provide a summer internship for Erin Day, a part-time staff member and Rutgers student, to utilize her expertise in museums and libraries to

have her design and implement a display for the Floy Farr room and possibly other displays in the history cabinets. Rebecca has passed her some Floy Farr materials via Google drive for her to review. A meeting with Erin had to be delayed but a Facetime call may be possible.

8. Children's Library Report:

- Tracy Ford reported that the scheduled performer had to be rescheduled for summer. The department is looking forward to the library reopening in order to prepare for summer reading.

9. Volunteers Report:

- Jody Oldham stated that the total volunteer hours February were 265 by 43 volunteers. Approximately 14 of the total hours were in the History Room. All volunteer training has ceased until the library is reopened and volunteer trainers feel comfortable to come back.

10. Old Business:

- On March 11, 2020, Lee and Jerry and then Rebecca met with web designer Theo Rosendorf, of Glyphic, regarding the Friends website. The contract will need Board approval and if approved, Theo may begin work on it which is a fairly simple "static" site, while he and Rebecca work on details of the History Room website. There will not be a list of new Events on the new Friends website, but will be included in our Facebook page, and on the Library calendar. Paul Lentz has been unable to remove the old Facebook page and Lee has also tried to find out how it can be done. If anyone knows how, please let her know. The old website has been inactive for five years.
- A motion was made and seconded to enter into the contract with Glyphic for development and maintenance of a Friends website. The motion passed and the contract with Glyphic was approved.
- A motion was made and seconded to approve the 2020 FOL Budget. The motion passed and the budget was approved with knowledge that there may be possible amendments.

11. New Business:

- Regarding National Library Week, April 19-25, 2020, because the library will be closed, we will not be able to celebrate in the library. On April 23, which is Take Action for Libraries Day, Lee will say something on our Facebook page about our wonderful librarians along with a *Thank You Peachtree City Librarians* message.

12. Announcements:

- Jill Prouty reported that the library is closed for the foreseeable future and she doesn't have any idea when it will reopen as it is a city administration decision.
- Jill is working on additional orders for ebooks and electronic audiobooks for the digital platform. They are also working on the setup of the new Summer Reading Program software called Beanstack.
- Jill received approval to purchase the Step N Wash steps for the children's restrooms but doesn't know a shipping date. She has also ordered new outdoor book returns, but Brodart has stopped production.
- The editing of the Peachtree City Anthology is progressing.

13. Next Meeting Date:

- A May meeting date will be scheduled in April.

13. Adjourn:

- The meeting was adjourned at 3:00 PM.

14. Attachments:

- Balance Sheet and P/L Statement
- FOL 2020 Budget, approved

Recorded by Ruth Arthur, Secretary