

Approved 03/18/2021
FRIENDS OF EPLS KEYSTONE
Meeting Minutes
Thursday, February 18, 2021 6:30 p.m.
Location - Virtual

Members Present

Kathy Burrer; Linda Chapin; Lyn Crouse (EPLS Director); Eileen French; Mary Karleskint; Cindy Klinect; Adam Matthews (EPLS Marketing and Communications Director); Aaron McElwain; Sandra McElwain; Paula Pietch; Iris Tewksbury; Wendi Zwaduk

CALL TO ORDER

Aaron McElwain, President, called the meeting to order at 6:31 p.m.

Approval of Minutes from January 21, 2021 Meeting – Mary Karleskint, Secretary

Kathy Burrer made a motion to approve the January 21, 2021 minutes. Cindy Klinect seconded the motion. Vote on the Motion: Unanimous Approval.

REPORTS

President's Report – Aaron McElwain

Status of Office in Library – Aaron reported that at this time nothing has been done with the office. Wendi spoke up and mentioned that a group of Friends are going to clean up the office after sorting books this coming Monday. Aaron asked if they could let him know what he can do to help.

Lyn informed the Friends that a shed was purchased for the Keystone Branch. It arrived yesterday and it will be set up near the front entrance. Lyn also mentioned that a keycard for the side door is being put together for the Friends so they can have access to the library during normal business hours. Afterhours requires a security code for the alarm system. Aaron will pick up the key. Lyn asked the Friends to put in a request for office shelving because some shelving is being tossed out from the West River branch renovation.

Treasurer's Report – Iris Tewksbury

Iris reported that the treasury balance is \$23,353.39.

Sunshine Fund Report – Linda Chapin

Linda reported that get well cards were mailed to Gloria Janosko and Iris Tewksbury. Linda thanked the Friends for the cards they sent to her congratulating her on the birth of her new granddaughter last month.

Membership Report – Wendi Zwaduk

Wendi reported that as of February 5, 2021, renewal membership letters and the application brochures were mailed to all the yearly Friends members (24) and Corporate and potential Corporate members (24). We currently have 15 lifetime members. As of today, she has received 3 replies from yearly memberships. Iris informed Wendi that she did receive some additional replies from the post office box and she will share those names with her.

EPLS Director's Report – Lyn Crouse

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Lyn reported that EPLS is still finishing up renovations on the West River Branch. They are planning to reopen it on March 1, 2021. The Central Library being built on Broad Street is still ongoing. They are anticipating a substantial completion in the summer and an opening in the fall.

OLD BUSINESS

Book Collection and Sorting – Eileen French

Eileen reported that the Friends are returning to sorting books at the Village Hall this coming Monday. They will sort books at least once a month. After sorting books on February 22, 2021, they will head to the Keystone Branch to organize the Friends Office. They do have two boxes to set out in the community for collecting books. The bookshelf in IGA's lobby has been turned around and is opened up for collections. A new sign was placed on it two weeks ago. The other community spots for collecting books will be the Village hallway, Michelle's Café, and the LaGrange United Methodist Church. The Friends will contact Sylvia Hack and inquire about the possibility of setting a collection box at the First Baptist Church in town. A recommendation came from the floor to place an article in the Rural Urban informing the community that the collection of books has started up again for the Library sale.

Books and Brunch 2021 – Wendi Zwaduk

Cindy informed Wendi that the LaGrange United Methodist Church is open and that it would not be a problem with holding the Books and Brunch event in their hall. However, the Governor has not lifted the restriction of only 10 people at a gathering. Wendi then asked the Friends if they could move the date to September when we might have a better idea of when it would be safe to have much larger gatherings. Cindy will find out if the Friends can secure a date in September at the United Methodist Church Hall.

*On another note, Wendi suggested using the April 24th date for a book drop off day. The Avon Lake Library Friends have two drive up and drop off days for their book collections. The Friends could use the original Books and Brunch date and another date during the community garage sale for their drive up and drop off book collection days. A good spot would be the front entrance drive of the Village Building. Aaron informed the Friends that he asked Mary Kay Gates about the dates of the community garage sale this year, but those dates have not been determined as of yet. However, we do have permission to use the old high school gym for the dates we requested for our book sale in November.

Wendi Zwaduk made a motion to move the Books and Brunch Event to the month of September. Kathy Burrer seconded the motion. Vote on the Motion: Unanimous Approval.

Movie Night – Aaron McElwain

Aaron reported that it looks like the Movie Night will be held in the fall if the Friends are able to do it at all. If the Books and Brunch gets pushed to the fall, he is not sure he will be available to help because of activities ramping up with the Lions Club.

2021 Friends' Calendar of Events

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Wendi will send the 2021 Friends' Calendar of Events out with the welcome new members letters. The Books and Brunch date will have to be moved from the spring date to the fall. Lyn will keep the Friends posted on when the branches will open up for group meetings. For now, the meetings will have to be held virtually.

2021 Book Sale (November 15-16 Set Up; November 18-21 Sale)

*The Book Drop Off Dates were discussed earlier in the meeting under the agenda item Books and Brunch 2021.

Advertisement for the New Library

Friends' Revised Brochure (logo; letter size; return address) – Adam Matthews reported that Wendi and he took care of the final touches on the brochure. Everything has been printed and mailed out.

Friends' Facebook Page – Wendi Zwaduk stated that she has been working on bringing more patrons to the Keystone Branch Library. During “Literacy Week” (January 25 – 31), each day held a new theme or suggestion for visiting the library. During “Date with a Book Week” (February 7 – 14) each day provided a genre to read and encouragement to seek librarian help with book selection. The week of February 14 – 20, Wendi posted, daily, information and photos on the different applications and links for using online services of the library (e.g. Hoopla, Libby and Overdrive). Wendi also provided information on library hours, Virtual Story Times, and how to use the Keystone Lockers. So far, we have 300 followers on our Friends' Facebook Page.

Wendi has also been promoting our Library on the Moms of KATS (parents of Keystone students) social media. Gary Kincannon has also been sharing our Library's information on the Village of LaGrange's Facebook Page.

NEW BUSINESS – None at this time.

Kathy Burrer made a motion to adjourn the meeting. Wendi Zwaduk seconded the motion. Vote on the motion: Unanimous Approval. Aaron McElwain, President, adjourned the meeting at 7:12 p.m.

Respectfully Submitted by Mary Karleskint, Secretary 03/15/2021