

Minutes from Mendon Library Board Meeting
June 3, 2015

Board Members Present: Mayor Ed Buist, Bonnie Odd, Katie Child, Monica Weeks, Janet Willardson

Absent: Cory Wheeler, Kris Whoolery (both excused)

We opened the meeting by discussing the need for more board members. It was suggested that we recruit from the Heart of Mendon group, since that includes many volunteer-minded individuals. A few names were suggested, and the group decided to continue to think of new people to approach. As a group the board decided to meet the first Wednesday of every month at 8 pm at Katie's house, with July's meeting being rescheduled until July 8 because of the holiday.

We then discussed the upcoming Pioneer Day fundraiser. The library/cultural center groundbreaking will be held on Friday, July 24, at 7 pm. All board members are invited to attend; the Cache Valley Library Association will be in attendance as well. For fundraising we will be handling ticketing and hosting of screenings of the film *The Wellsville Kid* by Jon Watkins, to be shown at the Mendon Station on July 24-25. The library will keep all profits after Jon covers his costs. Screenings will be held on Friday, July 24, at 5:30 and 7:45 pm (around the groundbreaking) and on Saturday, July 25, at 6, 7, and possibly 8 pm, depending on demand. There will be 120 seats per screening. We will be selling tickets for \$5 in advance or \$7 at the door, with \$3 for kids.

Katie and Monica will be over the tickets and advertising. Katie suggested using Square to process advance credit card transactions for tickets, and everyone in attendance agreed it sounded like the best option. The show will be advertised over *The Wellsville Kid's* Facebook page and in mailers with Mendon City's utility billing going out the first of July. Volunteers will be needed to fold/stuff the 420 envelopes for the utility mailing. Additional flyers will be posted at the post office and around the area. It was also suggested that we get information to Juliene Robins to include in the Pioneer Day flyers. Katie will send the movie's press release to the *Herald Journal*. All advance tickets will be available to pick up at the will call desk the night of the show, there will be no tickets mailed out.

Janet and Bonnie will be heading up the ushering and refreshments. Bonnie is in charge of the will call desk. Ed suggested that we work with Shirley Larsen of the quilt guild when we are setting up so there are no conflicts with setting up/taking down the show. It was also pointed out that the Kirks will be running their Navajo taco stand on the south side of the station on Saturday, so we need to make sure Jon is aware and arranges the entrance/exits, as well as his DVD sales area, to plan for this. For refreshments, Katie suggested selling popcorn and root beer. There were some concerns about how much mess and clean-up this might require. Janet was going to look into costs and see what our options are.

We then talked about staffing our information booth. We will have a stand set up at the baseball games all that week to promote the shows with a cardboard cutout of the Wellsville Kid, and we will have Mendon history books for sale as well. We will plan on being there 6-9 pm Monday through Thursday that week, but volunteers need to check with the food booth each night to make sure there is a game the following night. On Saturday we will staff the booth from 11 am to 4 pm, with the new library plans on display. Katie will be in charge of making sure that the booth is staffed all week.

We discussed a bit about how the library's RAPZ grant would work. The library will go through the city to make purchases, and the city will submit requests to the county. It was asked how things will work with the library having its own bank account, and Ed said he will find that out. The RAPZ money will not cover salaries or brick and mortar costs, but everything else should be ok. The grant is available to us beginning July 1, 2015, and we can use it over two year. Ed requested that we keep him in the loop with all library happenings, since he is our city representative.

Bonnie had some concerns about the library's book stacks being open to visitors at night during recitals, etc., and made a suggestion to add accordion doors that could be closed off. Ed noted that it would be possible to do that with the building design, but there were concerns that this could cause other problems. We agreed to reconsider the issue down the road. Ed noted that the building's design is now final, and that construction should take about a year, with infrastructure taking an additional year. We then adjourned the meeting until July 8.