

BOARD MEETING MINUTES: February 3, 2026
In-person and via Zoom

Present: Jud Barclay, Mary Feryus, Megan Holtrey, Michele Howard (TADL), Donna Hornberger, Sue Hull, Bryce Hundley, Reba Leiding, Amy Shamroe, Paul Stebleton, Pam Ward, Guest-Becky Baker

Absent: NA

The meeting was called to order at 12:02 p.m.

Minutes Approved

Donna moved to approve the January board meeting minutes as submitted. Jud seconded. Motion carried.

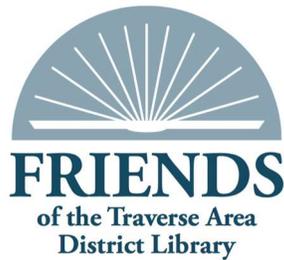
President's Report

- Jud recommended that we recognize the library staff during National Library Week (April 6-12). Budget of not more than \$300 recommended.
 - Food and Beverage: Coffee/tea and home-made treats along with food trays from Costco
 - Poster to show appreciation for library staff
- Details will be finalized at March meeting

Treasurer and Budget Committee Report

Committee members: Bryce Hundley, Donna Hornberger, Megan Holtrey

- Budget committee met and 2026 draft budget has been provided for approval. Donna moved to approve, Pam seconded. Motion carried.
- Corrected 2025 financial statements and January report forthcoming
- Board recognizes the work of Bryce
- Bryce, Mary and Reba will meet to discuss how to ensure membership sales during book sale are accurately accounted.



- Discussion about sales tax on book sales. Do we need to pay sales tax as non-profit?
Resolution to be pursued by the Book Sale committee

Finance Secretary and Financial Committee Report

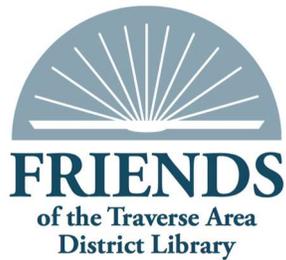
Committee members: Reba Leiding, Megan Holtrey, Donna Hornberger, Bryce Hundley

- Media Sale earned \$1283.02 for media and \$225 for memberships
- Restricted Donation
 - Reba reviewed her records and found that in the January 10, 2016, minutes it was reported: "...the Friends received a donation of \$64,500 from the estate of James Craig; the funds are to be used in a way that would "impact the community."
 - Because the donor was a teacher, the donation was tied to the Teen Room, but this allocation was not stipulated by the donor.
 - The Board will decide on allocation in March.
- Reba asked the group and it was confirmed that a 2025 Higher Ground donation is one-time and not recurring.

TADL Representative Report

Michele Howard

- Discussion of Library refresh plans, specifically Teen Room needs and relevance to the donation from the estate of James Craig.
- Michele asked if we want non-fiction books for the Book Sale. We do want non-fiction books for the book sales.
- Michele revisited the idea of becoming a seller of mahjong cards. Because the TC Senior Center purchases cards for its mahjong groups, we will not pursue this activity.
- Smart Money week coincides with the April Book Sale and provides an opportunity to allocate "book bucks" to youth patrons for use at the Book Sale. Michele and Paul will discuss how to arrange.



Book and Media Sales

General Committee Chair: Mary Feryus

- Planning for April Book Sale (April 10-12, 2026) Underway
 - Mary shared Book Sale Playbook to guide upcoming and future book sales
 - Need to resolve who will be handling publicity for the April sale
 - Amy has recruited a community member to fill the vacant board seat. She will share details in advance of March meeting.
 - Paul shared current book counts by category. This information will be used for marketing as well as to track future donations.

Membership

Committee members: Pam Ward, Jud Barclay, Megan Holtrey, Sue Hull

- No report

Publicity

Publicity Committee members: Amy Shamroe, Paul Stebleton

- No report

Fundraising

Fundraising Committee members: Amy Shamroe, Jud Barclay, Pam Ward, Mary Feryus

- Amy is organizing a February meeting for the group.

Policy Committee

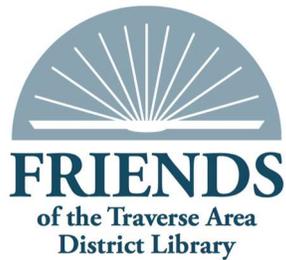
Committee members: Sue Hull, Amy Shamroe

- No report

Nominating Committee

Committee members: Sue Hull, Jud Barclay

- No report



Ongoing Business

- Review of January 24th Day Media Sale in previous report
- Formation of a larger committee for nominations to the Board
 - Due to the large number of open positions, Jud recommends that we create a special committee to solicit candidates.
 - Jud asks that before the next Board meeting, we have email ready to send to the membership soliciting Board members. Mary will check Wild Apricot to see what is in archive.
- Restricted Donation – financial question
 - Discussed during Financial Committee report

New Business

- Review Board member term expirations in May 2026
 - Of the 7 terms, expiring, 5 members will renew. Jud and Donna will not renew.
- Annual Meeting planning
 - Amy (Chair), Megan, Jud and Mary will serve as the Annual Meeting committee.

The meeting was adjourned at 12:55 pm.

Submitted by Mary Feryus

Important 2026 Dates

- March 3: FOTL Board Meeting
- April 7: FOTL Board Meeting
- April 10-12: Spring Book Sale
- May 5: FOTL Board Meeting

Handouts

- Draft 2026 Budget
- Media Sale Financial Report
- Book Sorting categories and box count
- Book Sale Playbook