



Baker County Library Foundation Meeting

Tuesday, February 16, 2021

Attendees:

Present: Jen Albright, Aletha Bonebrake, Carolyn Kulog, Lara Petitchlerc-Stokes, Perry Stokes.

Absent: Nancy Johnson, Barbara Prowell, Kyra Rohner and Damien Yervasi.

Call to order:

The meeting of the BCL Foundation was called to order at 4:34 p.m. President Bonebrake confirmed quorum of attendees.

Approval of Agenda & Minutes:

Agenda was approved as presented. Minutes from February 18, 2020 were approved with the corrected motion for the 2020 Election of Officers.

02/16/20 Corrected Motion:

“Prowell moved, **seconded by Rohner**, to elect 2020 Slate of Officers. Motion carried unanimously.”

2021 Election of Slate of Officers:

President: Aletha Bonebrake

Vice-President: Damion Yervasi

****Treasurer:** Nancy Johnson/Shannon Moon

Secretary: Lara Petitchlerc-Stokes

Motion:

Kulog moved, seconded by Albright, to elect 2021 Slate of Officers. Motion carried unanimously.

****Action Item:** Jen Albright to contact Nancy Johnson to discuss status of BCL Foundation’s invitation for Shannon Moon to see if she would be interested in joining the Board and filling the Treasurer’s position.

Reports:

Library Director’s Report: Director Stokes reviewed past bequest to BCL (\$65K) which is held in the library’s “Other Uses” fund. The bequest aids BCL in operating debt-free during the fiscal year (July-November). Stokes reported that, due to recent “boosts” into the BCL operations reserve fund, the library now has the ability to divide the bequested fund into three parts (\$25K towards a digitization grant project, \$20K reserved for future matching grant opportunities and \$20K directed to the BCL Foundation).

BCL Fund Transfer: Director Stokes reported \$20K check has been issued to bring the BCL Foundation into a position to create an endowment, or invest funds, towards growth and future use.

Status of BCL Foundation Accounts as of February 14, 2020: Members discussed balance (\$16,159.96 - as of December 31, 2019) - not including the 2005 Annuity (\$10,622.48 - which matured on 02/28/20) and the \$20K un-deposited check issued from the BCL. Current *approximate* total of BCL Foundation accounts: \$46,782.44 (with approximately \$3,728 dedicated to local artist, Tom Novak's "Tower of Books" fund).

BCL Foundation Campaign: Members discussed using BCL Foundation's funds towards a 5+-year campaign to replace the library's 25-year-old Bookmobile (approximately: \$120K - \$150K... to be paid in full) - which continues to provide services to schools and senior centers throughout the BCL service territory. Grant opportunities for underserved, rural communities, to assist in this goal, reviewed. Members discussed issuing a press release and/or Letter to the Editor to promote the request of additional bequests, contributions, estate planning and charitable 501(c)3 donations towards the campaign/goal(s) of the BCL Foundation.

Action Item: After the levy election (May 18, 2021), Bonebrake and Stokes to discuss language, timing and details of the BCL Foundation's "Bookmobile" campaign prior to PR release (Fall '21). Once verbiage/focus is approved, Kulog to contact writer Lisa Britton (BC Herald) to create a PR spotlighting the BCL Foundation's "Bookmobile" campaign and focus on raising funds.

Local Option Levy: Director Stokes requested PAC data entry volunteer to report out on BCL campaign finance activity (newspaper advertisements, flyers, yard signs, social media, radio advertisements, etc.)

Action Item: Starting in early April '21 - Bonebrake to assist Albright in steps needed to report out to the Oregon Secretary of State's office/website on 2021 BCL campaign activity.

Motion: Kulog moved, seconded by Albright to approve a \$5K budget for BCL's 2021 Local Option Levy - with option for BCL to return to BCL Foundation for additional funds, as needed. Motion carried unanimously.

New Business:

MOU – Tom Novak "Tower of Books" Fund: Members discussed drafting an MOU/agreement between the BCL Foundation and local artist, Tom Novak, for his "Tower of Books" bronze sculpture funds. Current '20 balance towards goal: \$3,728 – final cost of project currently undetermined (estimated at \$50K-\$80K). Providing a "menu of targeted donations" towards BCL Bookmobile and/or "Tower of Books" art installation discussed.

Action Item: Director Stokes to provide MOU draft to Bonebrake. Bonebrake to visit with Yervasi to review draft MOU, visit with Novak and discuss future of the public art project.

Old Business:

Fundraising: Discussion of opportunities for public awareness within the community and public advertising campaign of the Foundation's role as a 501(c)3 non-profit. Clarification of fundraising goals, track record and proof of responsible fund management discussed.

RFP + Investment of Funds: Members discussed continued exploration of local FA offices for investment of BCL Foundation funds (\$46K), risk tolerance for the fluctuations of investing and accessibility (via Electronic Transfer) of funds to and from BCL Foundation investment/banking accounts for each.

Action Item: Carolyn Kulog to begin connecting with three (3) local financial advisors to discuss investment options + RFP's for the BCL Foundation.

Membership Recruitment: Members discussed the action items/movement towards more PR opportunity focused to educate the general public on the purpose of the BCL Foundation and recruitment of donations, etc. Members encouraged to think of/invite volunteers and candidates to explore the offerings of membership in the BCL Foundation.

Next Meeting: Scheduled for 6:30 p.m. on Tuesday, September 14, 2021 (8:30 a.m. South African Greenwich Mean Time (GMT)). A reminder announcing location and/or ZOOM/GoTo Meeting link will be sent one week prior.

Adjournment: The meeting was adjourned at 6:04 p.m.

**Shannon Moon accepted invitation/appointment to BCL Foundation 2021 Treasurer on February 23, 2021.

2021 Minutes respectfully submitted by: Lara Petitclerc-Stokes, BCLF Secretary.