Poudre River Friends of the Library Monthly Board Meeting
4 PM Harmony Library Community Room
July 21, 2026

Board Members Present:

X	Kathy Marquis , President	X	Char Micek, Member at Large
	Maggie McDonald, Vice President/Secretary	X	Robyn Potter, Member at Large
X	Maya Curtis, Treasurer	X	Emmalee Severson, Member at Large
X	Robin Gard, Past President	X	Samantha Ye, Member at Large
X	Monica Gavin, Member at Large	X	Robert Micek, Member at Large
			Susie Pizzi, Teen Representative

Ex Officio Board Members Present:

X	Diane Lapierre, Library Exec. Director		Linda Hopkins, Library Trust
	Vicki Woods, Library District BOT	X	Peggy Reeves, Library Trust
	Selena Paulsen, Library Development Officer		

Call to Order: Kathy called the meeting to order at 4:00 pm. Char moved that we accept the June minutes as presented, Robyn seconded the motion, and the minutes were approved.

Treasurer's Report (Maya Curtis):

- June financial report included $12,672 proceeds from the book sale
- Online sales from Amazon and Ebay are already at 70% of our yearly budget estimate
- We paid the first half of the library Wish List

Library District Report (Diane Lapierre):

- The SECC project is moving along
- Staff is picking out furniture and fixtures, and is grateful for a generous donation from the Wilkins Trust
- Diane and staff have been meeting with the North College Urban Renewal Authority and the Urban Land Conservancy about future plans for the old Albertson's site on North College. Space for the Friends is a top priority, as well as possibly library Collections and Outreach staff. Thank you, Diane, and staff for advocating for the Friends' needs.

Library Trust (Peggy Reeves):

- The Trust met with a representative of the Community Foundation
- At its August meeting, the Trust will vote on making a request for withdrawal of some of their funds from the Community Foundation. They must have a 2/3 majority from their board, and then the request is voted on by the Community Foundation Board.

Book Sales (Robin Gard, Robyn Potter):

- Robin and Robyn will meet this week to look ahead to September book sale planning. They will be requesting dates for 2027 book sales in the fall.

MOD Squad (Robert Micek and Samantha Ye):

- Received a $150 donation

- Samantha has been working on graphics

Social Media & Outreach (Emma Severson):

- We have had a presence at several community events, with more coming up, including Comic Con and the Farmer's Market. Emma is interested in finding someone to help with social media posting.

Unfinished Business:

Volunteer Appreciation Event (Monica Gavin)

- Another successful event with more than 30 attendees
- Volunteers expressed thanks for the recognition
- Next year maybe pizza and salad

Warehouse Cleanout (Kathy Marquis)

- The process started with NoCo Book Bros coming in for a targeted purchase of books which netted nearly $500
- Next step, a big warehouse cull which sent 12 Gaylords of excess inventory direct to Dream Books. Thank you, Brad (PL Volunteer Coordinator), for helping find volunteers
- Cleanout will continue in categories we are overstocked in. This will also help us track the amount of donations by category for future planning

Data Management Policy (Robert Micek)

- The Board expressed appreciation to Robert for his time and research
- Library staff checked out the policy as well and was impressed with the depth and detail. They did suggest that this was not only a policy but also contained detailed procedural items and that maybe some reorganization to separate those would be clarifying.
- Robert met with Volunteer Coordinator Liz Fahrenbruch to go over guidelines
- Fall timeline for bringing the revised document to the Board for approval

New Business:

Old Town Nook (Monica Gavin)

- Monica and Char have been looking into ways to boost sales for the Nook which never fully recovered from the move and space reduction
- Holly from Old Town was very helpful and very appreciative of Susan Rayner and Paula Murray's work in stocking the Nook
- Signage is a problem. People tend to walk right by since the Nook is right by the front door. Our new logo has been applied to the wall ad and further sign upgrades are in the works
- Another issue might be the shelving. The lower shelves are inaccessible and might be a barrier for customers. Staff will talk to Rob about possibly switching things around.
- There have also been Clover issues. Evidently the machine locks up and says it requires a code to continue. However, Maya advised them to turn it on and off and that sometimes works, as does pressing the manual button at the bottom of the screen. We discussed having written instructions as well as making Maya's contact info available to staff.

Phil Sullivan CAL Award (Robin Gard)

- Robin had notified the board that Phil Sullivan has been chosen as the Volunteer of the Year by the Colorado Association of Libraries.
- Monica and Robin will accompany Phil to the awards luncheon in September
- We would also like to host a reception locally to honor Phil

Board Assessment Policy (Kathy Marquis)

- Kathy distributed copies of our Board Assessment Policy. We originally adopted this policy as a requirement for our non-profit certification by the Better Business Bureau.
- Kathy, Maggie and Monica will follow up to see what we need to do to comply.

Other items discussed:

- Kathy suggested we add an agenda item under Reports for Online Sales.
- Kathy has approached Kristi Black, a lead at Webster House, to be a board member. Kristi is away until October; she will attend a meeting then to introduce herself.
- Robin questioned the purpose of having a teen member since our last few have been too busy to attend meetings. Our current member is in touch with Kathy but swamped with sports activities and has brought up resigning from the board. Emma suggested we might see if we can recruit a teen to specifically help with social media.

Adjournment: With no further business, the meeting ended at 5:03 p.m.. **The next meeting will be held 4 pm on Tues, August 18 at the Harmony Library.**

Respectfully submitted by Robin Gard, Acting Secretary