

*Approved 05/19/2022*  
FRIENDS OF EPLS KEYSTONE  
Meeting Minutes  
Thursday, March 17, 2022, 6:30 p.m.  
EPLS Keystone Branch

Members Present

Patti Baker; Kathy Burrer; Linda Chapin; Vickie Evans; Eileen French; Mary Gress; Sylvia Hack; Mary Karleskint; Cindy Klinect; Debby Krejsa (Keystone Branch Manager); Sue Lewis; Tori McConoughey; Aaron McElwain; Marilyn Offenberg; Paula Pietch; Marianne Sommerfelt; Jennifer Starkey (Director, EPLS); Iris Tewksbury; Wendi Zwaduk

CALL TO ORDER

Wendi Zwaduk, President, called the meeting to order at 6:33 p.m.

Approval of Minutes from February 21, 2022 Meeting – Mary Karleskint, Secretary

Kathy Burrer motioned to approve the February 21, 2022 minutes. Marianne Sommerfelt seconded the motion. Vote on the Motion: Unanimous Approval.

Revision of Minutes from January 20, 2022 Meeting

Iris Tewksbury had noticed a correction that needed to be made from the January 20, 2022 Minutes. The donation of \$50.00 a month (instead of \$90.00 quarterly) to the LaGrange Village Municipal Building (for use of the storage and sorting room) should be documented in the minutes that it will begin in the month of January 2022 instead of February 2022.

Marianne Sommerfelt motioned to revise the January 20, 2022 minutes with the correct starting month of January. Kathy Burrer seconded the motion. Vote on the Motion: Unanimous Approval.

REPORTS

President's Report – Wendi Zwaduk

Bylaws and Articles of Incorporation – Wendi made copies of the Friends of the EPLS Keystone Bylaws and Articles of Incorporation for the Officers and Committee Members.

Filing Friends Documents – Wendi placed a filing box with folders in the Friends Library Office to keep copies of agendas, minutes, reports, budgets, calendars, bylaws, articles of incorporation, and any other important documents of the Friends.

Vice President/Membership Report– Kathy Burrer

Kathy Burrer reported that we currently have 34 yearly members, 18 lifetime members (one recently new one), and 5 corporate members (The Country Road Mercantile being the newest one). Kathy also reported that The Lucky Penny Café will open up in May 2022. She gave them a Friends application. At this time, we received \$1,370.00 in annual dues from the members.

Treasurer's Report – Iris Tewksbury

Iris Tewksbury reported that the treasury balance at the end of February 2022 was \$31,036.27

Sunshine Committee Report – Linda Chapin

Linda Chapin thanked the Friends for cards, flowers, and well-wishes during her recent recovery.

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EPLS Director's Report – Jennifer Starkey

Jennifer Starkey thanked the Friends for the funds that they contributed to the EPLS Summer Reading Program and the Seed Library. The Keystone Library Branch will have new flags for the outdoor flagpole and the worn pole rope will be replaced.

Jennifer thanked Wendi for connecting EPLS with the Rural Urban Record reporter who wrote an article and had pictures taken of the Keystone Library Branch. Both were placed on the front page of their March 14, 2022 issue.

A “garden theme” is happening at the West River Library Branch this spring. EPLS received a grant for a summer community garden with raised beds and benches. EPLS will be teaching gardening tips with the help of the Lorain County OSU Extension. Vegetables will be available for the community to pick and enjoy.

Debby Krejsa (Keystone Branch Manager) passed around a document with information about the seed bank at the Keystone Branch. Patrons may choose 5 packages of seeds a month. The seeds are stored in the old card catalog filing drawers in the front section of the library.

OLD BUSINESS

Placing Current and Past Membership Tree and Leaves in Library

Aaron McElwain reported that both trees and leaves are now in the Friends Library Office. Aaron recommended that all membership leaves be placed on the new tree in the main section of the library to make it a better presentation for the public. Wendi Zwaduk recommended that paper leaves be placed on the old tree and hung in the library conference room. There was consensus from the Friends with the two recommendations. Frank Szuch will work on hanging both trees.

Book Sorting – Wendi Zwaduk

Wendi Zwaduk placed the new donation signs at the book drop-off locations in town. A temporary space has been designated in the Friends Library Office for donated books dropped off at the library circulation desk. Wendi and Kathy situated all the categorized boxes in the sorting room. Mary Gress asked if we could specify more categories for the children's books. She will make a list for sorting them. Anyone interested in helping to sort the children's books may contact her.

Books and Brunch Spring 2022 (Saturday, April 23, 2022) – Wendi Zwaduk

Wendi Zwaduk reported that an article about the Books and Brunch event will be advertised in the Elyria Chronicle Telegram and the Rural Urban Record. Marianne Sommerfelt reported that 75 event tickets have been sold and 4 remain unsold. A discussion followed on how many people would fit comfortably at the event (88). Sylvia Hack reported that 9 raffle baskets have been confirmed for creation by the Friends. Kathy Burrer reminded the group that Friends who are working at the event should not purchase raffle tickets for the baskets. Linda Chapin reported the following: Maps were cut up for table runners; books, a booklight, and chocolates will be placed in the centerpiece bags; lifesavers will be placed on the tables; and a journal, pen, and cookie will

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be at each place setting. Mary Gress and Aaron McElwain reported on the menu. We will need to identify volunteers interested in creating some of the dishes. A sign-up sheet listing ingredients and cooking/baking items was passed around the table. Mary Gress will also have the list emailed to the Friends (via the secretary) for donated responses to her. Wendi asked Mary G. and Aaron to provide her with information to complete the Food Service Certificate for the Lorain County Health Department.

At this time in the meeting, a discussion ensued among the members concerning treasury funds that cannot be used that do not benefit the library. Wendi read to the group Article III (Purpose and Powers), Section 2, paragraph 2 of the Friends Articles of Incorporation. Jennifer Starkey will run the Articles of Incorporation by the EPLS legal counsel for more clarification on the section that specifies “No part of the net earnings of the corporation shall inure to the benefit of, or be distributed to, its members . . .”.

Advertising for the Keystone Library Branch – Facebook Page – Wendi Zwaduk

Wendi reported that for the month of March she posted the Keystone Library hours of operation every day. She also advertised the Books and Brunch event and that donations are being sought again for the book sale.

Library Staff Appreciation

Officers Kathy Burrer, Mary Karleskint, and Wendi Zwaduk presented the appreciation baskets to the Keystone Library Staff on March 14, 2022.

NEW BUSINESS

LaGrange Community Garage Sale

Wendi Zwaduk mentioned to the Friends that the date of the LaGrange Community Garage Sale has been changed to June 9 – 11, 2022. Wendi asked the members if they would like to hold a book donation drop-off on that Saturday. Cindy Klinec motioned to hold a book donation drive on Saturday June 11, 2022 from 9:00 a.m. – 12:00 noon. Patti Baker seconded the motion. Vote on the Motion: Unanimous Approval.

ADJOURNMENT

Kathy Burrer motioned to adjourn the meeting. Linda Chapin seconded the motion. Vote on the motion: Unanimous Approval. Wendi Zwaduk, President, adjourned the meeting at 8:06 p.m.

Respectfully Submitted by Mary Karleskint, Secretary 03/19/2022