

*Approved 07/21/2022*  
FRIENDS OF EPLS KEYSTONE  
Meeting Minutes  
Thursday, May 19, 2022, 6:30 p.m.  
EPLS Keystone Branch

Members Present

Patti Baker; Kathy Burrer; Linda Chapin; Vickie Evans; Sylvia Hack; Mary Karleskint; Cindy Klinect; Aaron McElwain; Sandra McElwain; Paula Pietch; Kathy Runser (Deputy Director, EPLS); Iris Tewksbury; Wendi Zwaduk

CALL TO ORDER

Wendi Zwaduk, President, called the meeting to order at 6:31 p.m.

Approval of Minutes from March 17, 2022 Meeting – Mary Karleskint, Secretary

Iris Tewksbury motioned to approve the March 17, 2022 minutes. Kathy Burrer seconded the motion. Vote on the Motion: Unanimous Approval.

REPORTS

President's Report – Wendi Zwaduk

Additional Funds for Seed Library – Wendi reported that the Keystone Branch has been doing well with their seed library and will need extra help with funding it. Kathy Burrer motioned for the Friends to provide additional funds for the Keystone seed library. Vickie Evans seconded the motion. Vote on the Motion: Unanimous Approval. Kathy Runser thanked the Friends for their support.

EPLS Board of Trustees Meetings – Wendi reported that she has been attending the EPLS Board of Trustees meetings.

Keystone Friends Email – Wendi reported that EPLS created an email for the Keystone Branch Friends. It is the official email for the Friends to use through EPLS. The email address is [keystone.friends@elyrialibrary.org](mailto:keystone.friends@elyrialibrary.org).

Keystone Branch Library (old and new) – Wendi reported that the library sign at the old Keystone Branch on Glendale Street will be taken down. Wendi also mentioned that the weeds are growing in the flower beds at the new Keystone Branch on Commerce Drive. Kathy Runser (EPLS Deputy Director) explained that the landscaping provided to the EPLS libraries only includes mowing the lawn. She will put in a request to have the weeds pulled. Price of gas and shortage of crews is a problem.

Vice President/Membership Report– Kathy Burrer

Kathy Burrer reported that we currently have 34 yearly members, 18 lifetime members; and 8 corporate members; for a total of 60 members. Kathy also reported that the leaves for the new membership tree (to be hung in the Keystone Library) have been sorted. Aaron McElwain is in the process of having the new members leaves done. All the past member leaves have been separated and will be placed on the original Friends tree (to be hung in the Friends Office).

Treasurer's Report – Iris Tewksbury

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Iris Tewksbury reported that the treasury balance (according to April's statement) is \$30,998.33.

Sunshine Committee Report – Linda Chapin

Linda Chapin asked the Friends to continue to send Eileen French thinking of you cards while she is going through some tests.

EPLS Director's Report (Kathy Runser, Deputy Director, reported for Jennifer Starkey)

Kathy Runser reported that EPLS is in the process of starting to think about strategic planning, and there maybe be some help they will need from the Friends. EPLS is going to return to having a booth at the Lorain County Fair this August. The summer reading program will be starting very soon. EPLS thanks the Friends for their support.

OLD BUSINESS

Book Sorting – Wendi Zwaduk

Wendi Zwaduk reported that, as of May 1, 2022, the Friends have 727 books in storage. The sorting crew set up space in the storage room for storing boxes to make room in the sorting room. The sorting crew is still meeting the 1st and 3rd Mondays of the month for sorting.

Book Donation and Community Drop Off Day

Wendi Zwaduk reported that the Book Donation and Community Drop Off Day is scheduled for Saturday, June 11, 2022 from 9:00 a.m. – 12:00 noon at the LaGrange Municipal Village Building lobby. The Friends will have access to their sorting room that day. The Municipal Building will provide the Friends with an extra cart and some bins as well. The Friends will have signs directing the traffic to the drop off area. Wendi passed around a sign-up sheet listing the various jobs that need to be done that day. Cindy Klinect will be the event contact person.

Feedback from April 23, 2022 Books and Brunch Spring Event – Wendi Zwaduk

Wendi Zwaduk reported that the revenue made from the tickets, cash donations, and the basket raffles was \$1,793. The total for expenditures for the hall rental and the food was \$498. The total proceeds from the event amounted to \$1,295. Wendi reported on the feedback that was received on the event. There were some suggestions for improvement but, overall, the feedback was very positive (information on the feedback will be retained in the Friends files for future events). Wendi mailed thank you cards to the respective individuals and groups that helped with the event. Kathy Runser, along with EPLS, congratulated the Friends on the success of the Books and Brunch event.

Author Events and Programs at the Keystone LaGrange Community Library

At this time during the feedback, the Friends discussed having author events at the Keystone Library Branch (instead of another location) so they can get more community members to patronize our local library. It would be more of an impact if they held author events at the library and had the community physically present in the building. We will be able to appeal to different types of folks by holding a variety of authors. The Keystone Library conference room will hold 39 people. Kathy Runser stated that EPLS will do the work for the event and the Friends can sponsor it. We can serve food at the event as long a we don't charge the public. Kathy Runser

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will discuss this idea with Debby Krejsa (Keystone Branch Manager). At the next Friends meeting, EPLS will present events that are coming up that the Friends may want to sponsor.

Books Supply at the Keystone LaGrange Community Library

At this time in the meeting, it was reported that there are empty spaces on some of the bookshelves at the Keystone Library Branch. Kathy Runser will look into the EPLS book budget.

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

Wendi reported that for the month of April and May she post the hours of operation for the Keystone Library; advertised Books and Brunch along with its authors; items of donations for the Fall Book Sale; and the upcoming reading programs and activities for the summer.

NEW BUSINESS

Planting Flowers at the Keystone Library Branch

At this time, there was little interest from the Friends in planting flowers at the Keystone Branch.

New Shirts for Friends – Kathy Burrer

Kathy Burrer asked the Friends if they were interested in ordering new shirts. The Friends decided to table this idea for a later time. There's a possibility of considering selling shirts (printed with the Friends logo) as a fundraiser.

ADJOURNMENT

Kathy Burrer motioned to adjourn the meeting. Patti Baker seconded the motion. Vote on the motion: Unanimous Approval. Wendi Zwaduk, President, adjourned the meeting at 7:41 p.m.

Respectfully Submitted by Mary Karleskint, Secretary 05/20/2022