

Friends of the Chelsea District Library
Board Meeting Minutes
Sept. 9, 2025

- (1) The meeting was called to order at 5:02 by Nancy Whitelaw, President Elect
- (2) Roll call: in attendance were Nancy Whitelaw, Lisa Climer, Nancy Neff, Terri Bollinger, Sudha Myers, Jan Carr, JoAnne Goodrich, Megan McCall, Library Director Lori Coryell. Dayle Wright was absent with prior notice.
- (3) Public comment-a message was sent to FoCDL in appreciation of Music in the Air.
- (4) Jan moved that the agenda for today's meeting be approved, Lisa seconded, motion passed unanimously.
- (5) Minutes of the Aug. 12 meeting were reviewed. Jan moved that the minutes as amended be approved, Terri seconded. The motion passed unanimously.
- (6) Director's report- see attached
- (7) Chair reports
- Megan– Secretary-shared minutes via Google doc.
 - Lisa- Communications
 - Facebook posts
 - 8/12 board meeting
 - 8/14 Volunteer opportunities at the Friends
 - 8/19 Membership
 - 8/21 Sound proof booth courtesy of the Friends
 - 8/26 Volunteer Fair--shared Chamber's post
 - 8/28 Membership
 - 9/2 Chamber volunteer fair
 - 9/4 Library Card Sign up month
 - 9/7 Shared Library's post about Library Card Sign up month
 - Nancy - Treasurer
 - to Summarize Finances for August 2025
 - Year Expended – 66.67% Year Expended
 - Checking Account Balance as of 06/30/25 - \$1,111.43
 - 2025 Income Budget Total - \$23,835

 - Income for August 2025
 - Used Book Sale - \$958.03
 - Friendly Book Cart - \$381.50

Book Bags \$5.00
 Brandon Books - \$335.72
 Membership – \$135.00
 Donation - \$674.07 (Teresa Beegle-\$25- General \$659.07)
 Interest Earned - \$43.01
 Total August 2025 Income - \$2,542.33
 YTD Income for 2025 received- \$20,910.56 of \$23,835.00 (87.73% of budget)

Expenses for August 2025
 Book Sale Supplies - \$22.74 – Dots
 Chocolate – 23.99
 Total Expenses for August 2025 -\$46.73
 YTD Expenses for 2025 spent - \$20,215.20 of \$37,570.00* (66.67% of budget)
 *Additional Wish List Item added to budget - \$8,160.00 +29,410.00 Original= \$37,570.00

Ending Checking Balance as of 07/31/25 - \$1,000.48
 Circulation Desk - \$70.00
 Business Savings Account - \$24,651.13
 Total Cash on Hand 07/31/25 - \$25,721.61

The LARA Fee for licensing of a nonprofit was paid.

- Sudha-Membership Chair
 - Membership update
 - Global mailing list - 380 contacts
 - Email list – 295 contacts
 - Snail mail - 11 contacts
 - Paid memberships - 87
 - Members with birthday vouchers – 14
 - 1 renewal notice sent

Report of participation at Volunteer Fair 9/4, hosted by Chamber of Commerce
 Is getting ready for the Oct display for annual membership drive and drafting a letter to be sent out. She will send a draft to the board for their review.

- Terri- Hospitality
 - Will get candy for Oct. Farmers Market Table
- Jan-UBS Chair- UBS update
 - Jo will cover the need for one more volunteer at book sale
 - An additional sorting group/day is being explored
- Jo-Fundraising chair- jewelry and bag sale for next year planning has begun. Has reached out to vendors including Chelsea Consignment (they have offered to lend a case for display of luxury goods). Jeweler has offered to help with assessment.

- Garage sale items-Facebook hasn't been successful. Contemplating ads and then an on site sale in the spring.
- Nancy W-Pres. Elect-no News

(8) Old business

- FoCDL table at Farmers Market, Sat. Oct. 4, 8-1, plans were finalized.
- By-laws review-postponed until Oct. meeting.
- Rummage sale items-Jan & Jo-see above
- Discussed Public Comment Guidelines and the need to modify slightly with FoCDL name where appropriate, Megan volunteered to follow-up.

(9) New Business

- Select Friend of the Year (please see attached info re nominee, Daphne Hodder). Jan moved that we select Daphne Hodder as Friend of the Year, Nancy N. seconded, the motion was passed unanimously.
- Maintaining the ramp-was recently repainted, but should budget for a better covering next year per Gary Zenz's assessment.
- Book marks 2026 with UBS dates-Jan is working with Virginia
- LFL at Main Street park, Virginia has volunteered to follow-up on this idea.

(11) Adjournment Jan moved that we adjourn, Terri seconded the motion and motion passed. Meeting adjourned at 6:09

Minutes recorded by Megan McCall, Secretary

Director's Report for Friends September 2025 Meeting

Head of Technology Scott Rakestraw's Retirement

Scott Rakestraw, our intrepid head of technology services, will be retiring from CDL at the end of this year. Scott has been such an asset to our library community since he joined our team in 2019, and he will be greatly missed. He tirelessly steered us through many challenges --- including COVID -- with expertise, confidence, calm, and humor. During his tenure here, he was an indefatigable advocate for the good that technology can bring to the public library. He soothed our fears and empowered us to harness technology's impressive power to the library's benefit. I will miss his counsel, dry wit, and dedication to our mission.

The posting for his replacement has gone out, and we received some very qualified applicants. Our plan is to select three or four to interview the week of September 15 with a new hire in place by October 13. This will give the new hire the opportunity to train with Scott before his departure.

CDL Strategic Plan Highlights from August

- Hosted CommUNITY Picnic with Chelsea Area Chamber of Congress on library lawn with more than 75 attendees.
- CDL staff delivered custom booklists and presentations for CHS teachers to help students choose their classroom reading material.
- Library Director shared library news at weekly Rotary meetings.
- CDL staff presented at Chelsea Schools Opening Day to district staff about library resources and early literacy tips.
- Mobee in Chelsea Fair parade.
- CDL staff attended school open houses.