

**Minutes  
WMLF Board Meeting  
June 20, 2024**

**Present:** McKensie Avens, Chair  
                  Christine Coffield, Board Member  
                  Cyndi Martinez, New Board Member  
                  Barbara Bravo, Treasurer  
                  Cody Long, Board Member

1. **Call to order:** Meeting was called to order by McKensie at 5:45pm.
  
2. **Approval of 5/16/24 Minutes:** May 2024 minutes were approved upon a motion by Barbara and second by Cody. Unanimously approved.
  
3. **Committee Reports**
  - a. **Treasurer's Report:** Barbara reported \$11,959.05 in the bank, \$2,000 check from Early Childhood Council - BOC for summer support, Thrivent Charitable Impact organization donated \$200. WHS order bill of \$2419.27, Lock Monkey bill for \$1178.86. Spent for SRP so far: \$907. Motion to approve made by Cody and seconded by Christine. Unanimously approved.
  - b. **Librarian's Report:** No Librarian report for June.
  
4. **Old Business**
  - a. **Newspaper Ad Update:** McKensie misunderstood Barb at the last meeting, the bill wasn't \$80 but that was the discount for the non-profit BOGO. So the Gazette bill was the approximately \$36/\$38 previously agreed upon.
  - b. **Pamphlet/Website Edits:** Heather generously offered to look through old minutes to see if there was a membership description list before McKensie puts an updated membership blurb together. Will wait to see what previous reasoning was behind membership levels. WML has updated their website recently and when McKensie and Heather discussed minutes on the website, we will look into taking the outdated minutes off, and work on keeping up-to-date minutes available for public viewing. This will be an ongoing project for now. Motion to approve Old Business made by Christine and seconded by Barbara, unanimously approved.

## 5. **New Business**

- a. **New Board Members/Member Appointment:** Cyndi Martinez was elected onto the WMLF Board with a motion by Cody and second by Barb, this was unanimously approved.
- b. **Bylaw Update Information:** Physical copies of the Bylaws will be available to Board members to pick up at WML's front desk starting tomorrow, June 21, 2024. Over the next two months members will review and look for possible edits to the bylaws. The Board will review these Bylaws together, in-person, for our August 15, 2024 meeting. McKensie will touch base with Heather to reserve the meeting room and will inform the Board if that time is unavailable.
- c. **WML Staff Meeting - Information Update:** McKensie attended the WML May staff meeting to see what staff may like to see from the Friends. Heather would like to see an increase in membership and as that aligns with our goals, we are already in the works with that item. (We'll be doing more promoting our mission and name through community events.) Kim would like to see more Friends involvement with the Little Free Library (LFL) and for Board members to meet staff at perhaps a special quarterly meeting. With those two in mind, McKensie has committed to checking the Friends LFL once a week and if more books are needed she'll restock from the library's supply. As for the special meeting, Heather mentioned that we can try to have all staff present when we do our annual meeting so all Board members can meet all current staff. Kim also brought up potentially having a digital marquee for the library. This is a project that is a thought on the backburner for now. McKensie has done light research on the topic and will continue to gather information, this will not be a current concern but a future consideration.
- d. **Miscellaneous Updates:** Gave update on how new library bathroom locks work. Motion to approve made by Barb and seconded by Christine, unanimously approved.

6. **Adjourn:** There being no further business, McKensie adjourned the meeting at 6:22pm.

## 7. **Dates to Remember:**

- a. **Next Meeting: July 18, 2024**
- b. **August's meeting, August 15, 2024, will be held in-person at the library for Bylaw review.**

Respectfully submitted,

McKensie Avens