



FRIENDS OF THE PAULINE HAASS PUBLIC LIBRARY

Minutes
July 13, 2026

President Jan Memmel called the meeting to order at 6:30 pm. Members present: Jan Memmel, Jen Christianson, Julie Adams, Patti Riek, Cindy Kubesch, Joanne Smith, Joan Timmerman, Kathy Von Hodenberg, Director Adele Loria.

President's report: No changes to the agenda. The members ratified the minutes of the May 4, 2026, meeting with one name correction. MOTION to approve the minutes as corrected: Smith/Timmerman.

Treasurer's report: Checkbook update. MOTION to approve: Smith/Kubesch.

Library Director's report: Adele Loria highlighted the report. Summer reading is the focus this time of year. Used a time study conducted in March to request a 3.5% increase in funding, which is higher than in previous years. Requesting separation of Assistant Director and Adult Services positions. If additional staff is approved, it will be the first addition since 2017. First approval is July 25, and Sussex Village will provide final approval in November. Currently have a shared position with the Sussex Village on specialized functions of marketing and IT. The Village took on the communication role, which was part-time at the library until the person retired. The library receives 8 hours a week of marketing support from the Village. The goal is a more proactive, strategic approach to messaging. The vendor's library website redesign is going well. The vendor involves library staff in content review and decisions.

Old Business: 501(c)(3) organization application update. Subcommittee met March 10 to learn the process. Julie Adams provided an update on acceptance of the Articles of Incorporation applications and obtaining an Employer Identification Number. Next step: Federal tax-exempt application.

Summer Reading Party ice cream sale recap was provided by Jan Memmel and Jen Christianson. Identified issues and potential solutions. Ordered an insufficient amount based on the lack of prior documentation. Jen improved this by creating a chairperson binder. The freezer was an issue since ice cream couldn't be kept frozen, so smaller coolers were suggested for next year. Consider selling bottled water next year and at the upcoming Block Party. Discussed pricing on ice cream and options on where to obtain it. Adele Loria estimated attendance at 400 people.

New Business: Main Street Block Party - book sale, Sunday, August 16, 11:00-3:00. Jan Memmel and Karen Jander co-chairs. Sign-up sheet for volunteers was shared. Book donations follow-up provided by Patti Riek and Cindy Kubesch. The block party has sufficient DVDs and books but would like more paperback fiction. Tent damaged from the flood and awaiting insurance claim results.

Book and Bake Sale, Preview Sale aligned with library hours on Nov. 20, 3-5 pm (members only). Sale Nov. 21 from 9:30- 4 pm and Nov. 22 from 1- 4 pm. Clean up Nov. 23 at 9:30 am. Reviewed prices, basket donations (St. James), and ribbon (Sussex Outreach). Confirmed Jen Christianson would continue as chairperson, with assistance from Julie Adams and Joan Timmerman. Future discussion on review of feedback on last year's sale and shift assignments. Seeking donations for the baskets that are related to the books. Awaiting pricing on potential outdoor event banner for library fence. Explored options for renewing membership other than the Book & Bake sale since it can be busy to sign them up during the sale. Suggested emailing people to sign up in Sept/Oct for 2027 at the library desk. Need to verify all their information – can do a QR code rather than a form. People can pay dues by credit card at any time. Will add a person for Saturday morning just for membership. Book donations: Doing well on hardcover and non-fiction books. Behind on paperback books. Confirmed pricing is the same as last year. Books: Adult hardcover \$3, adult paperback \$2, children's hardcover \$1. Puzzles: 1000 pieces \$5, 500-750 pieces \$4, 300 pieces \$2, and less than 100 pieces \$1.

Next Meeting: Monday, September 21 at 6:30 pm.