

Friends of the Russell Library Minutes
Executive Committee Meeting
September 4, 2025
Russell Library Annex Building

Present: Sandy Becker, Barrie Robbins-Pianka, Makiko Shinjo, Cathy Boone, Jeff Dickey-Chasins,
Christina Trier, and Tisha Ferguson

Recorder: Tisha Ferguson

Call to Order 10:00 AM

Approval of agenda, with additions

Approval of August 2025 minutes

President's Report

- Discussion of Jeff's ideas for participation library's holiday fundraiser. Ramona has approved of the Friends having a table at the event, but not a membership drive linked to ticket sales. Of the seven performances, which ones would be the best for the Friends to be at?
- Constant Contact newsletter: the first issue went out ahead of the September book sale. Continuing Constant Contact, with a 12 month subscription at a discounted rate, was approved. A QR code for newsletter signups can be used in print and online; those signing up will be a separate list from the Friends membership list. Printed copies of the newsletter can be made available.

The next newsletter will go out the week prior to the November book sale, by the 14th. Submissions and photos will be needed by Friday, November 7th.

- Library card crawl: event on Saturday, September 20th. Friends will have a table in the lobby, as will other groups. Jeff will organize volunteers for the table, and will look into getting a banner with the Friends logo for the table display. Extra copies of the membership brochure will be needed.

Treasurer's Report

- (Laura was absent, but the report was emailed in advance; accepted as presented.)

Discussion and new business

- Discussion of book collections and purging of older, unsold books,; currently, these include classics and biography.
- How to improve organizing titles across categories; how to improving sorting, and assignment of books that can be in more than one category...how to balance categories. Sandy will write a newsletter piece on how the sorters establish the value of donated books.
- For book sale marketing, arrangement matters...'face-outs' make titles more visible, and books should not be packed too tightly on a shelf. Cathy will print up a list for the sale of the current sorting categories.
- Book sale volunteers should be able to provide help to buyers looking for particular subjects.
- Further discussion of membership fees... discussion of 'free will offering', rather than a fixed rate.

Action items

- Create category list for book sale (Cathy)
- Library Crawl table volunteers, 11:00-1:00 on Saturday, September 20th.
- Send newsletter content by November 7th (to Tisha)

Meeting adjourned at 11:00 AM

Next Meeting: Thursday, October 2 2025, 10:00 AM, Russell Library Annex Building

Respectfully submitted,
Tisha Ferguson