

Minutes from Meeting on Sunday, September 16th, 2018
Betty Foster Public Library
405 Shaffner St, Ponder, TX 76259
940-312-2654 (Sera's Cell Number)

Call to Order

Meeting was called to order at 2:00PM by President, Seraluna Sanchez.

Establish Quorum

Quorum established.

Members Present

Seraluna Sanchez, President, Katherine Boyer, Treasurer, Judy Lowe, Parliamentarian, Teal Gray, Secretary, Janet Sever Hull, Vice President, Tina Hager and Yetzaida, Spanish Awards Coordinator.

Approve Minutes

Minutes were read. Corrections were made to the following from the June 10th, 2018:

Seraluna Sanchez made motion to approve previous meeting's minutes.

Tina Hager had corrections: 1. Treasurer's Report: The spelling of cheque needs to be check. 2. Festival 2018 Review and Feedback /Negative Takeaway: Table width should read as (two) not tow, Section B. Facility- Monroe Pierson Event Center needs to be added, 4. E Grant Committee: Need to add NTBF to suggested Grant name. Making it NTBF and Literacy. Also change word in sentence beginning: Tina was pleased that the purpose not(purposed). Committee Reports (A) Nominating: (acclimation) needs to be changed to acclamation. Judy Lowe made a motion to approve the minutes upon correction, seconded by Teal Gray. Minutes stand approved upon correction.

Treasurer's Report

Treasurer, Katherine Boyer, presented the current financial statement. At the time of the meeting, the current balance stands at \$2,490.23. Judy Lowe made a motion to accept the treasurer's report and Teal Gray seconded. Motion passed. Treasurer's report stands as read. Additionally, there was a vote to approve Katherine using HP Instant Ink to cut printing costs possibly in half of current cost to print materials for NTBF. Katherine reported the cost to be: Tier 1: \$2.99 per up to 50 pages printed, \$1.00 for additional 15 pages. Tier 2: \$4.99 for 100 pages,\$1.00 for additional 20 pages. Tier 3: \$9.99 up to 300 pages, \$1.00 for 25 additional. All approved. Teal Gray made a motion to approve and Janet Sever Hull seconded.

Festival 2018 Development

A. Publicity

- a. Review new progress from Publicity Chair Teal Gray- She will continue to add content to Twitter. Teal is asking J.D. Ryan to do a radio and TV spot on Randy. She will also contact Dolly Parton reps to see if we can get a letter or video clip of support for Randy's book and/or literacy in general.
- b. Social Media Presence- Teal will work with Seraluna Sanchez to set up Instagram.
- c. HomeTown Reads - Jan Sikes is working on this.
- d. Radio Show- KUZU, UNT, TWU – Chris Manno is working on this.
- e. Tejas Storytelling Festival – Tina Hager is working on this with Beverly Benbow
- f. Halloween Bookmarks- Tina has them at the library counter

B. Facility

Tina said she will count plates, cups, plastic ware.

Discussion on placing author's signage along one wall or in front of break area was brought up by Katherine. Everyone liked her proposal.

C. Chuckwagon Breakfast

Discussion on breakfast cost and possibly being catered from a new company or doing it ourselves. Katherine was going to continue requesting donations. Katherine and Teal were going to ask for quotes from local restaurants. Hypnotic donuts will be approached, but their donation cannot be used for the breakfast because it is not free. More will be suggested via email.

The points made to have a company provide breakfast were: 1. Food handling license needed. 2. Insurance 3. Lack of time available from us to undertake it.

D. Awards

Tina Hager, Seraluna Sanchez and Katherine Boyer take care of getting the judges.

E. Grant Committee

Janet Sever Hull reports we look for Grant proposals that fit our mission best. Four grant reports are in hand. People are applying, new grant applications opened September 1st. Reports are coming in and will be in by January. Not all proposals are completed until September.

Grants for 2018 were given to six libraries and programs, one in Houston.

It was discussed to have Interviews/Q&A with Grant Awardees and play them during the Chuckwagon Breakfast and as blog posts.

F. Entertainment

Rick Morrell the Magician was proposed by Katherine.

Teal proposed using a free Magician John Allen, john.allen@cableone.biz, (903) 436-2565.

Seraluna and Katherine proposed continuing the Scavenger Hunt.

Teal will ask J.D. Ryan if he will come do a live taping and interviews at NTBF.

Fundraisers

a. Restaurant Fundraisers

Double Dave's brought in \$50-\$100 Katherine said.

b. Birthdays

Katherine suggested reminding friends that they can raise money with their birthdays too if they do not already have a fundraiser lined up. Katherine and Seraluna did this for their birthdays.

G. Volunteers

Tina suggested working with Freedom House again. Everyone agreed they did a wonderful job last time.

Judy Simmons family and Grandchildren will assist as well

H. Authors/Table Layout

It was decided the table layout will stay the same but make isles a little wider.

Having a welcoming table was decided as important by all. Janet Sever Hull was going to reach out to her friends to man the table.

I. Food/drink for volunteers and authors

Tabled

J. Announcements

Jan Sikes -Whiteboards?

K. Book Trailer Project

Tabled

L. Parking

Tabled

M. Public Participation

Same at this point, Scavenger Hunt.

N. Inside Signage (both ours and authors)

It was discussed and decided to keep the same. Janet Sever Hull's husband can create PVC type framework that keeps signs in place well. It was discussed he may possibly do this for the NTBF sign.

VII. Other COMMITTEE REPORTS

- a. Nominating – Welcomed Teal as Secretary, Yetzaida as Spanish Awards Coordinator
- b. Membership Chair -Jan Sikes
- c. Event – It was proposed to put folded membership applications on each author table at the event, and on the Welcome table.
- i. Festival Subcommittee – Volunteer Committee, Public Participation Committee needed
- ii. Breakfast or lunch subcommittee – N/A
- d. Grants – Opened September 1st
- e. Festival Awards Competition – Tina Hager (~~Books and Author Awards~~)
- f. Spanish Awards Committee – In works
- g. Public Relations Committee- Teal Gray and Every Board Member is a member of the PR committee and will need to help in any way possible. Tweet, share FB posts, encourage members to use Hashtag #NTBF2019 to get it trending on Twitter.
- h. Finance – Treasurer chair, current recording Secretary, plus one other NTBF member
- i. By-laws – President appoints to committee as needed
- j. Festival Procedure Manual (ad hoc) -
- k. North Texas Giving Day (ad hoc)- 40 plus in, event is from 5-8pm
- l. Sponsorship and Donation (ad hoc) one \$50 Donation in. We need more between now and Sept. 20th. Please share the information about the event.

VIII. NTBF Writer's Workshop – Janet Sever Hull reported Chris Manno had two sign ups and six more possible. Tina Hager donated tea bags and had flyers at the library front desk.

IX. Scholastic Sponsorship with Laura Eckroat – Katherine reported she reached her goal. A Facebook congratulations will be given to her.

X. Member Achievements – Applause was given for Jan and Judy's wins, and Tina being on NPR.

XI. Other business

XII. Next Meeting and adjourn

Judy Lowe made motion at 4:00pm to adjourn meeting. Tina Hager seconded.

Meeting adjourned

NEXT MEETING:

2:00pm, Sunday January 27th at Betty Foster Public Library 405 Shaffner St, Ponder, TX 76259