

FRIENDS FOUNDATION OF LA PORTE CITY PUBLIC LIBRARY

MEETING MINUTES FOR August 12, 2026

ROLL CALL

1. Terri Vopelak - President
2. Shelly Petersen - Vice President
3. Eric Coulter - Treasurer
4. Marla Hermann - Secretary
5. Janel Ruzicka - Director
6. Heather Roegner - Member
7. Joyce Craft - Member
8. Josée Varboncoer - Library Representative

TREASURE'S REPORT

Eric gave treasures report of 665.00 in checking account. No expenses. Janel made motion to approve, Shelly second, motion approved.

APPROVAL OF MINUTES OF LAST MEETING

Shelly made motion to approved minutes from last meeting, Joyce second, motion approved.

UNFINISHED BUSINESS

1. Brick Street Market - We are talking with people about Friends, letting them know about fund raising for the library. Interested people are taking membership forms but as of today none have been returned. Terri and Shelly will set up the Friends table at Brick Street this Friday weather permitting. We need to continue to be out in public, letting people know who we are.
2. Book/Puzzle Sales - Sale will be September 15 and 17 from 4 to 7 at the library. We set prices at paperback 1.00, hardcover 2.00 and puzzles, games, DVD's. A donation jar will be available. We will put flyers around town, information on Facebook and in the local paper. Donation of sellable material is still needed. Heather and Marla will continue to post on Facebook about donations. Heather volunteered to work on a flyer to advertise the book sale and a book sale event page for Facebook. Josée will allow us to print flyers at the library.
3. Wreath Sales - Terri has contacted several businesses (Escapes, Wapsie Pines, Meyer Nursery) to get prices on plain wreaths. We will take orders for plain or decorated wreaths from mid-October until mid-November. Prices yet to be determined. We will contact previous buyers for sales. The board along with volunteers will decorate wreaths as needed. It was suggested to have a decorate your own wreath party at the library. More discussion on this at our next meeting. Terri showed a flyer used for wreath sales last year.

NEW BUSINESS

1. Sales Tax permit - Janel explained the difference between tax permit and tax exempt. She will check into getting a possible tax-exempt status.

2. Texting - Marla asked if members would be interested in getting text messages rather than email. There could be times when a text may get a quicker response than email. Members were receptive to a text message.
3. Thank you, cards were discussed as a way, to recognizing a monetary or material donation. It was suggested to use generic cards until we get a Friends logo, then get printed cards. Josée will see Linda and ask if she has had the opportunity to create a logo.
4. Janel will work on a sheet for donations that staff can offer donors to fill out when they bring donations to the library. She also suggested that the members keep track of any in-kind donations for tax purposes.

NEXT MEETING DATE

Wednesday, September 9, 2026 1:00pm at the LaPorte City Library

ADJOURN

Shelly made a motion that meeting be adjourned, Marla second. Meeting adjourned at 2:15.