



January 2021

Newsletter

Happy New Year Friends!

COVID-19 was one of several challenges our country faced in 2020, albeit the one that probably impacted your Friends the most. Most Friends groups lost revenue which means less support for the library or libraries you serve. You had to change your way of operating. Face-to-face meetings were (and still are) a thing of the past. We have learned to Zoom or do business via conference call. For some, this may be the new norm, especially if distance is an issue. You also may have lost members—those who aren't renewing due to changed circumstances. Others may have been unable to fulfill planned events, fundraisers, or projects due to social distancing restrictions and the fact that many members are in the high-risk category and don't want to expose themselves unnecessarily. All these made for a challenging year. 'Nuff said about that!

The FONCPL Board has high hopes for 2021. In 2020 we revised our Bylaws (posted on our website) to position the organization for the future. We have a new Secretary, Joanne Straight (President of the Friends of the New Bern-Craven County Public Library and former librarian); a strong Treasurer, Mark West (Treasurer of the Friends of the New Bern-Craven County Public Library and a former librarian); and five strong and engaged Directors: Meg Forward, Donna Morgan, Eileen Alexander, Becky Smith, and Joyce Speas. We have three open positions on the Board: Vice President and two at-large Board members. We are hoping to fill those soon.

We are continually updating our website and we plan to pack it with resource links, material and training videos. We hope you will use that material to improve or re-energize your group.

You have been hearing about our plans for revising our awards program and adding a grant program (as funds permit). We are excited to honor the past while enhancing the future with these changes. An announcement will be forthcoming regarding implementation of these programs.

On April 10, 2021, we will be hosting our first virtual workshops. We hope you'll view them. The presentations will be archived on the website. You might want to show them at a virtual meeting.

FONCPL is collaborating with the state Friends of the Public Libraries in Georgia, Tennessee and South Carolina. We are using our collective voice to engage United for Libraries to update some of the Friends material that we feel is outdated. We also agreed to share materials and videos to benefit the local Friends of the Library groups in our respective states.

The Board has adopted a tag line for 2021 which we hope every member Friends group will also adopt: "Friends of the Library: Quest to be the Best." You will see the graphic elsewhere in this newsletter. We encourage you to use it.

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FONCPL BOARD 2021

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As FONCPL operates on a calendar year, dues are now due. FONCPL dues are low and have stayed the same for many years now. We have new individual and group membership applications available on our website in a fillable PDF format. Renewal notices have been mailed and we request that you complete and print the appropriate application posted on the website. Mail it along with your check to our Treasurer (address is on the bottom of the form). [Click here](#) to access the membership page on our website.

We encourage you to think positively and find creative ways to hold your Friends group together. Communication is key to staying connected. Completing a project benefitting the library or encouraging reading in your community is one way to engage your members. Do what you can with what you've got.

FONCPL is on the move! We hope you are pleased with the quality of information and resources we are providing and that you will continue to be both group and individual members. We wish you every success in 2021!

— Judy Hills, FONCPL President



A Member of the Craven-Pamlico Regional Library System

A Warm Welcome to Vanceboro Library Friends

The Friends of the New Bern-Craven County Public Library provided funding to the forming Friends of the Vanceboro-Craven County Public Library to incorporate as an NC nonprofit and are in the process of providing funding to apply to the IRS for their 501(c)(3) designation. They now have their Articles of Incorporation - this makes them an official NC nonprofit. Organizer Julie Cannon reports that they already have a number of active participants. Congratulations and welcome to North Carolina's newest Friends group!

FONCPL 2021 DUES NOW DUE

FONCPL operates on a calendar year, so the 2021 dues are now payable.

If you are paying dues for the first time or just renewing, please complete the appropriate membership form (Individual or Group). For your convenience, these forms are now in PDF fillable format.

We encourage you to provide the additional data requested on your group. The new forms can be found by clicking [here](#).

We appreciate your support



Begin 2021 by Reviewing this Nonprofit Checklist



Friends of the Library groups are nonprofits and most are 501(c)(3) corporations. As such, there are rules that they must comply with. Here are a few reminders related to them:

- File an IRS form 990 or 990-EZ. When you must file depends on your fiscal year.
- Provide donors with letters of acknowledgement for “quid pro quo” gifts of \$75 or more.
- Provide donors with letters of acknowledgement for all gifts of \$250 or more.
- Apply for your yearly charitable solicitation license from NC Secretary of State.
- Apply for refunds of state and local sales and use taxes that you have paid.
- Collect and remit tax to the state on items (including books) you sold.
- Follow state laws for raffles, bingo events, game nights.

We also remind you to:

- Hold your annual membership meeting.
- Check (and update if needed) your registered agent with the Secretary of State’s office.
- Renew your memberships (Friends of the NC Public Libraries, United for Libraries, NC Center for Nonprofits).
- Renew your domain name (URL).
- Update your website and Facebook page (continuously).
- Check (and update if needed) those with access to your Friends bank account.
- Conduct a financial audit (use a non-member to conduct the review—suggest the Treasurer of another Friends group).
- Develop a budget (financial plan of work) for your new fiscal year.
- Review and update your budget as the year progresses.
- Ensure that more than one person has a copy of all user IDs and passwords for Friends accounts (website, email account, Facebook, cloud accounts).
- Review your Bylaws and update if needed.
- Review your policy and procedure manuals, guides, and other organizational documents (e.g., MOUs) to ensure they are up-to-date.
- Create an annual report at the end of your fiscal year and publish it.
- Review your assets and determine their current whereabouts; update the list.
- Review your Friends record retention and disposition schedule. Dispose of those items no longer needed. Scan in important organizational documents and put them in cloud storage (e.g., articles of incorporation; history).
- Apply for appropriate grants and awards.
- Create and submit press releases on accomplishments.
- Submit articles and photos for publication.
- Respond to surveys and inquiries from FONCPL and other appropriate organizations.
- Create a plan of work for 2021.
- Celebrate successes. Personally, and publicly, acknowledge those who contributed to them.

This is not an all-inclusive list, but we encourage you to examine your organization and set a new course for the new year. You can always modify the goals, but if you don’t set any, you won’t have a way to measure your progress. We wish you every success in 2021!

— Friends of North Carolina Public Libraries Board

Catawba County Woman named Library Friend of the Year



The North Carolina Public Library Directors Association has named Catawba County resident Sylvia King as its Library Friend of the Year 2020. King, a retired educator, is treasurer of the Catawba County Friends of the Library, a role she has held for 13 years.

The NCPLDA award for Library Friend of the Year recognizes community engagement, mentorship, and impact on the community, library staff, and the library profession. It's presented to an individual who has provided outstanding leadership or support to libraries.

King began her association with the Catawba County Friends of the Library in 2007, when a group of library supporters came together to reestablish an inactive Friends group. Although the role was intended to rotate to other volunteers, King has accepted the office consecutively, maintaining continuity and direction. Speaking about her dedication, Susan B. Anderson, the Friends of the Library president, said, "Sylvia is amazing. Whenever there is a need for something, by the time you describe it, Sylvia will already have it done."

King works closely with the library staff and advocates for library services and resources as treasurer. Through fundraising efforts, the Friends of the Library sponsor all of the library's paid performers for the annual Summer Learning program, along with prizes and promotional materials. This past year, the Friends also funded Beanstack, an online platform that helps users track their reading challenges.

This past March, during the library's mandated closure, King was one of two Friends still comfortable handling book donations. Since the library reopened to the public in May, she has ensured that the ongoing book sales at various library branches remain stocked. She has logged approximately 250 hours in the library this year, accepting and sorting through book donations, maintaining the Friends' bank account, and processing payments to the library for online programming, software, and promotional items. She has also been instrumental in encouraging members to continue meeting via Zoom to keep the group's work moving forward. King has a history of driving community engagement and advocacy by supporting the library at Catawba County Board of Commissioners meetings and at municipal council meetings. She also writes letters and makes phone calls to state and local representatives to promote education and library initiatives. When the library welcomes legislators, partners, and stakeholders to its annual Day in the District program, King speaks with visitors, helps host display tables, shares refreshments, and supports the event with funding from the Friends. King tracks purchases, records sales, and maintains inventory of items the Friends sell to patrons, enhancing their experience of the library.

In addition to her support of the library, King volunteers with the North Carolina Extension & Community Association in a variety of capacities: serving as secretary of the executive board of the county's ECA chapter, sewing camisoles for women living with breast cancer, and making baby quilts, lap robes, and animal beds for the ECA's Catawba Angels group. She also volunteers at Red Cross blood drives, with Meals on Wheels, and with Project Linus, making and donating quilts. King is an avid home gardener as well.

— Reprinted from the Hickory Daily Record



FRIENDS OF THE LIBRARY
QUEST TO BE THE BEST

Deck the Stockings — Fa La La La La!



The Friends of the New Bern-Craven County Public Library provided stockings, books and stuffers to fill 190 Christmas stockings for children ages 3 to 9 who were being served by the Craven and Pamlico County Salvation Army's Angel Tree Program.

Friends members Joanne Straight, Judy Hills, Lisa Keesen, Ann Niethamer, Janice Jordan and Carlene Mount, along with Lisa's daughter Alexxis Whitfield, Judy's husband Alan, and New Bern Library Trustee Carol Becton, met at the Salvation Army's Friendship Hall to stuff the stockings on December 9. In a record hour and a half, they had finished the task.

Thanks goes to our members, the Friends of the Havelock Library, the New Bern-Craven County Public Library (contributed some books) and community members who contributed cash and stuffers. And a special shout out to member Maureen Post who collected toothbrushes and toothpaste donated by local dentists. As promised, we donated \$156 to the Empty Stocking Fund - this was what was left over from the cash donations after the stuffers were purchased. Our community beats with a generous heart! We encourage other Friends groups to consider a similar project - perhaps Easter Baskets for children in foster care (with a book, of course!).

Wild About Books: Carteret County-Beaufort Branch Library Friends President Dena Gooding and other Board members presented students at the Tiller School and the Beaufort Elementary School (grades PK through 3rd) and exceptional children, a copy of *Wild About Books* by Judy Sierra. This book is about a librarian who visits the zoo with her book wagon and encourages the animals to read and write. This project was made possible by a gift to the Carteret County Public Library from the Barnes Family Foundation.

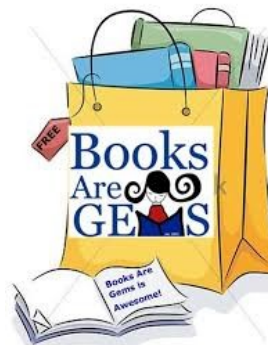
[Click here](#) to read the whole article.



Make a Blind Date with a Bag of Books

Books by the bag was the topic on the United for Libraries' listserv for Friends in mid-December. A number of Friends have or are considering bag book sales given that the usual book sales do not lend themselves to meeting COVID-19 guidelines.

Book lovers will not be turning out in droves as they have in the past to scoop up cheap books, even though they may be doing more reading while complying with restrictions. While the amount earned does not usually come anywhere near the net from the usual sale, at least there is some income for Friends groups. It also helps to lessen the cost for those who have expenses to pack and store books. By now most Friends groups have a serious backlog to sell and it is only going to grow.



How does a bag book sale work? In past years, some groups did this in conjunction with their normal sale - you bag up some books and put a single price on the bag. For instance, the New Bern Friends bagged and sold 25 Romance Novels for \$5. Some suggested categories include: DVDs (18-20 per bag), Children's Books (10 per bag), Fiction (4-5 hardcovers + 2-5 trade paperbacks OR 12-15 regular paperbacks), Non-Fiction (4-5 hardcovers + 2-5 trade paperbacks OR 12-15 regular paperbacks), Board Books, Christian Fiction, Juvenile Fiction, YA Fiction, Mysteries, Large Print, Picture Books, Romance, Sci-fi/Fantasy, Suspense, Biographies/Memoirs, Historical Fiction, Literary Fiction, Civil War, Beach Reads, Cooking, and Surprise me!

Some put special books with special prices in clear bags. Bags were sealed, but even if they did allow patrons to look at the contents, they were not allowed to mix and match. Most complied. The biggest issue was a misunderstanding of the category. Be sure to communicate clearly.

The number of items per bag varied. Prices per bag vary depending on condition of books, hard cover vs paperback, and number. (\$3 per bag and up). Some were sold in the library lobby, some with library curbside service, some at outdoor events and some online. While most just accepted cash and checks, some set up PayPal to allow buyers to use a credit or debit card (curbside and online).

Some were very successful and some not so much. Visit these websites to learn how these libraries are promoting bags of books: [Monroe County Public Library](#) (Merchandise); [Monroe County Public Library](#) (Friends Virtual Book Store); [Friends of the West Lafayette Public Library](#); and [Friends of the Chapel Hill Public Library](#).

What the Charitable Giving Section Of the COVID-19 Relief Package Means



The North Carolina Center for Nonprofits offers the following explanation of the Charitable Giving Section of the COVID-19 Relief Package.

“President Donald Trump (on December 27) signed into law a \$2.3 trillion funding bill passed by Congress ...that includes a \$900 billion COVID-19 relief package and funding for the federal government for the remainder of the current fiscal year (through September 30, 2021). Thanks to advocacy from the Center and many other nonprofits, the legislation includes several forms of relief for charitable nonprofits. Highlights of the bill for nonprofits include:

“Strengthening Incentives for Charitable Giving. The bill extends the temporary universal charitable deduction through 2021. For 2021, it also expands the cap on this non-itemizer charitable deduction for married couples filing jointly from \$300 to \$600. Individual taxpayers who use the standard deduction will still be able to deduct up to \$300 for their charitable contributions next year. In addition, the bill extends two temporary increases in charitable giving incentives through 2021. Specifically, for 2021, it increases the limits on deductible charitable contributions for corporations to 25% of taxable income (up from 10%) and it removes the 60% of adjusted gross income cap on deductible charitable contributions for individuals who itemize their deductions.”

— NC Center for Nonprofits



Hickory Friends Plan Puzzle Fundraiser

If you have been passing the time these last few months working on jigsaw puzzles, you are not alone. Store shelves have been wiped clean of puzzles over the last few months, as people of all ages turn to this timeless fun for entertainment.

Now that January is here, we are asking for donations of puzzles, to be resold in the Corner Book Store at the Patrick Beaver Memorial Library. This is a great way to refresh your puzzle stash and help out the Friends at the same time!

Puzzle donations can be given to the librarians at the Patrick Beaver circulation desk. You'll then find gently used puzzles for sale in the Corner Book Store.

— *Friends of Hickory Public Libraries*

FONCPL 2020 Annual Report

The Friends of North Carolina Public Libraries (FONCPL) 2020 Annual Report gives an overview of our accomplishments and challenges during the past year, along with information on upcoming programs and other pertinent information.

Please [click here](#) to read the report, which is posted on the FONCPL website, and be sure to let us know if we can be of any assistance to your Friends of the Library group. We are here for you!

2020 Legal Compliance Checklist Available

FONCPL members who are current on their 2021 dues are eligible to receive a copy of the 2020 Legal Compliance Checklist. Created by the North Carolina Center for Nonprofits and updated annually, the legal compliance checklist outlines laws that affect North Carolina nonprofits' governance, finances, advocacy, human resources, and fundraising.

To receive your copy, please email FONCPL Director [Becky Smith](mailto:smithbecky@charter.net). (smithbecky@charter.net)



FRIENDS OF THE LIBRARY
QUEST TO BE THE BEST