



2016-2017 Activities Plan



Our Vision

To help and support local Friends groups integrate their library thoroughly into the life and work of their community.

Our Mission

The Friends of Tennessee Libraries (FOTL) is a volunteer organization of individuals and organizations dedicated to supporting Tennessee Libraries and local Friends of Library groups through:

- Establishing and helping Friends of Library groups succeed;
- Communicating with libraries and trustees about the value of Friends;
- Serving members as communication network and clearinghouse for information;
- Advocating for library funding and legislative support on a local, state, and national basis.

We promote libraries and their Friends.

We support libraries and their Friends.

We advocate funding for libraries on a local, state, and national basis.

Board meetings are scheduled for the 3rd Friday of **June, Sept, and Mar** and the 1st Friday of **Dec**
June 19, September 18, December 4, and March 18, 10:00 AM - 2:00 PM (CST)

<http://www.friendstnlibraries.org>

<https://www.facebook.com/pages/Friends-of-Tennessee-Libraries/78895803726?fref=ts>

FOTL 2016-17 OFFICERS

President

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ACTIVITIES FOR THE YEAR

WHO DO?

1. ___ Continue to work cooperatively with our partners:

All




THE TENNESSEE LIBRARY ASSOCIATION
TENNESSEE STATE LIBRARY AND ARCHIVES
UNITED FOR LIBRARIES: ASSOCIATION OF LIBRARY TRUSTEES, ADVOCATES,
FRIENDS AND FOUNDATIONS. A DIVISION OF THE AMERICAN LIBRARY ASSOCIATION
ALA CENTER FOR THE FUTURE OF LIBRARIES
PICTURE BOOK MONTH
THE GOVERNOR'S BOOKS FROM BIRTH FOUNDATION / IMAGINATION LIBRARY
TENNESSEE DEPARTMENT OF AGRICULTURE
TENNESSEE FARM BUREAU

2. ___ Ask TSLA to prepare a spreadsheet of names and full contact information of Friends Groups in local libraries.


Lynette

PRIORITY ①

- | | | | |
|---|--|-------------|-----------------|
| ① | 3. ___ Hold meeting for Division Representatives in each Grand Division. <ul style="list-style-type: none"> • Review FOTL programs and resources. • Discuss possible in-service about having a Friends group for local library directors. • Discuss possible meeting with Friends group representatives and representatives from libraries without Friends group within each Region. • Discuss value of regional vs. divisional responsibilities. • What other resources would be helpful? • Determine how Representatives can participate. • Update Welcome to the... Friends of Tennessee Libraries and Why Join FOTL? handouts for distribution at Regional In-services and TSLA Trustee Workshops. Post on web site. | EXEC | All Reps |
| ① | 4. ___ Plan and host a meeting with Friends group representatives and representatives from libraries without Friends group in each Region. | EVNT | All Reps |
| ① | 5. ___ Apply to Governor Haslam for a Proclamation for Tennessee Friends of Libraries Week, October 16-22.
http://www.friendstnlibraries.org/wp-content/uploads/Procamationcolor.pdf | EXEC | Don |
| ① | 6. ___ Solicit applications to award the Friend of the Year Award at TLA Annual Meeting. | MEMB | All |

- | | | | |
|-------------------|---|-------------|---|
| ① 7. ___ | Solicit applications to award 3 grants (Advocacy, Fundraising, and Membership) of \$300 each at FOTL Annual Meeting. | MEMB | <u>All</u> |
| ① 8. ___ | Solicit applications to award up to 5 Recognition Certificates with \$100 each at FOTL Annual Meeting. | MEMB | <u>All</u> |
| ① 9. ___ | Publish <i>newsletter</i> in: Summer; Fall; Winter; Spring. | COMM | <u>Martha</u> |
| ①10. ___ | Add posts to our Facebook Page daily. | COMM | <u>Martha</u> |
| ①11. ___ | Distribute email of newsletter to state legislators and national Congressional delegation. | COMM | <u>Wanda</u> |
| ①12. ___ | The President will write membership invitation letter to non-member groups and a thank you membership renewal letter to member groups. | MEMB | <u>Don</u> |
| ①13. ___ | Send a Recognition Certificate to each FOTL Group Members.
"Our Friends Are FOTL Friends" | MEMB | <u>Connie</u> |
| ①14. ___ | Support the Tennessee State Library Standard from <i>Tennessee Standards for Non-Metropolitan Public Libraries (2014)</i> under "Community Relations" that, 6. Each Library has a Friends of the Library group. (p.30)
http://www.tennessee.gov/tsla/lps/Library%20Standards%20for%20Non-Metropolitan%20Libraries.pdf | EXEC | <u>All</u> |
| ①15. ___ | Plan and hold an Annual Meeting, March 25th in Sevierville. | EVNT | <u>Dwight/Don</u> |
| ①16. ___ | Plan a program for the annual TLA Trustees/Friends April 7th lunch in Knoxville. | EVNT | <u>Don/William</u> |
| PRIORITY ② | | | |
| ②17. ___ | Publish a <i>Tool Kit for Library Friends Group Programs</i>. | COMM | <u>Don/Martha</u> |
| ②18. ___ | Promote Statement about Tennesseans Deserve library services. | EXEC | <u>Don/Lynette</u> |
| PRIORITY ③ | | | |
| ③19. ___ | Support the Governor's Books from Birth Foundation / Imagination Library. http://www.governorsfoundation.org
Support and promote Imagination Week, September 18-24, 2016.
We continue to oppose post office shredding of undeliverable Imagination Library books in local communities.
Promote Parent Tips for Reading Aloud posted on web site.
http://tinyurl.com/ParentsReadingAloud | COMM | <u>All</u> |
| | | |  |
| ③20. ___ | As the first library-related partner of Picture Book Month, continue to support and promote Picture Book Month in November.
http://picturebookmonth.com | COMM | <u>Don/Martha</u> |
| ③21. ___ | Resources for Parents taking Imagination Library kids to the library. | EXEC | <u>Don</u> |
| ③22. ___ | Update Book List of Positive Portrayals of Aging Characters for Children w/ SEA Change Center for Aging. | EXEC | <u>Don</u> |



- ③23. ___ Collaborate with Creative Discovery Museum & Chattanooga Public Library & Eric Carle Museum for In-service about Picture Book Art. EXEC Don/William
- ③24. ___ Send representative to May 2017 Library Legislative Day in Wash, D.C. EXEC William
- PRIORITY ④**
- ④25. ___ Hold Board Meetings on Jul 29, Sept 16, Dec 2, and Mar 24. EXEC All
Post **Board Meeting agendas and minutes** on web site as they happen. Martha
- ④26. ___ Hold December Quarterly Board Meetings via conference call: EXEC All
Use the TSLA conference call bridge.
- ④27. ___ Support the Tennessee 3-Star Community Program that, EXEC All
“A public library is a vital part of a well-rounded program of community life, providing information necessary to the welfare and future advancement of a community. It offers every citizen the means of self-education and strengthens and extends appreciation of the cultural and values of life.
Each community should work to have a local library that has a well-organized nonprofit group of support that can establish private funds, provide volunteer hours and act as a community liaison in order to supplement the community’s library needs.”
<http://tn.gov/ecd/threestar/> <http://www.tn.gov/ECD/threestar/pdf/ThreeStarProgramOverview.pdf>
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- ④28. ___ Support and promote National Library Week (April 9-15) and Children’s Book Week (May 1-7). COMM Martha
- PRIORITY ⑤**
- ⑤29. ___ Transfer Membership, Benefactor, and Grant Applications and Evaluations to PDF ACROBAT. COMM Martha/Lynette
- ⑤30. ___ Publish “100 Ways to Use Your Library” list to encourage local libraries to post regularly on their Facebook Pages. COMM Susie
- ⑤31. ___ Support and promote Tennessee Ag Literacy Week, November 13-19. COMM Don
Develop program materials to help local public libraries.
- PRIORITY ⑥**
- ⑥32. ___ President will represent FOTL at Tenn Library Assoc Board meetings. EXEC Don
- ⑥33. ___ Publish info about activities through FRIENDS eNOTES as needed. COMM Don/Martha
- ⑥34. ___ Support and promote the Southern Festival of Books, October 14-16. COMM Martha
<http://www.humanitiestennessee.org/programs/southern-festival-books-celebration-written-word>
- ⑥35. ___ Support and promote National Ag Week in Tennessee, March 12-18 including National Ag Day, March 15, <http://www.agday.org/>
Develop program materials to help local public libraries. COMM Don/Martha
- PRIORITY ⑦**
- ⑦36. ___ As the first library-related partner of Picture Book Month, continue to support and promote Picture Book Month in November. COMM Don/Martha
<http://picturebookmonth.com>
- PRIORITY ⑧**
- ⑧37. ___ Develop a Library Write Up Program to encourage library marketing. COMM Don/Martha
- ⑧38. ___ Attend the United for Libraries Jan 20 ALA Midwinter Meeting, Atlanta. EXEC All