

FRIENDS OF THE LANE MEMORIAL LIBRARY
BOARD MEETING MINUTES
November 18, 2008
Accepted 12/11/08

Attendees: Susan Hughes, Debra Perry, Connie George, Lynn Goodman, Darrell Eifert, Kacey Morris, Pat Trionfo-Spitz, Kris Sawyer, and Diane Keyes.

The meeting was called to order by President Susan Hughes at 6:40 PM in the Dorothy Little Room at the Library.

I. Recording Secretary's Report

- A. Board Meeting Minutes from 9/29/2008 were circulated for corrections/additions. There were no corrections/additions from the floor on the Minutes. Kris Sawyer moved to accept as presented the Minutes from the 9/29 Board Meeting and Diane Keyes seconded. A vote was taken and the motion passed unanimously.

II. Officers' Reports

A. President

1. Rye and possibly Seabrook are looking for some help in applying for their 501(c)(3) status. We will help them if we can.
2. We were apprised of a National Friends (of Libraries) Organization. The cost to join would be \$65/yr. Benefits?? Sue Hughes will look into it.

B. Treasurer

1. Connie George circulated the Treasurer's Report dated the end of October 2008. Total Assets were reported as \$25,803.30. Connie stated that this report does not include monies from the Gala in November. See attached.
2. A brief report on the Gala: Income and Expenses netted us over \$1500. It was determined that Shaw's \$200 gift card should be recorded as a gift-in-kind, not income.
3. The recent Book Sale netted \$223.01.
4. Sales from the doll clothes netted \$223.00.

C. Membership

Pat Trionfo-Spitz reported that over \$900 has been taken in for dues. Pat will double-check the e-mail address list for accuracy.

There were no other Officers' Reports.

III. Old Business

A. 50th Anniversary Gala

1. Pat Trionfo-Spitz will check her master list to assure that Thank-You notes went out to everyone involved in supporting the Library Gala. She will check with Debra Perry and Darrell Eifert, and also against a more recent list to make sure no one was missed.

2. Kacey Morris will generate a Letter to the Editor for the local papers thanking the community as well as all those organizations and individuals who donated anything to help make the Gala a success. Perhaps a list will be posted on the Library bulletin board (Donor Wall?), as well as listed on the Friends' website.
3. The Silent Auction has netted Friends \$847 thus far, with not all the monies in. Diane Keyes moved to donate \$200 to the Rotary in memory of Catherine Redden; the motion was seconded by Connie George, and unanimously passed. Sue Hughes will write the letter to Rotary.
4. Feedback: Appoint an overall chairperson. Award door prizes earlier in the evening and over a longer period of time. The music/musician was good and it was noted that he donated \$10. While the art auction items were really nice, perhaps these could be displayed better. The chocolate fountain seemed to be the right size and proved popular. The dress aspect of the evening was in question: perhaps a less formal requirement next time? Think about adding microbrew beers next time. The wines should be more varied in quality, and in more sufficient quantity. Need to collect write-ups on process from those who worked on different aspects of the evening to help in running a smooth event in the future.

B. Business Bulk Mailing

The mailing going out to businesses of Hampton (in order to solicit support for the Library and showcase what the Library offers to local employers and employees) is scheduled to go out on Dec, 1st. The draft brochure was approved at the meeting; Darrell Eifert will take it to the printer for the 1,000 copies needed. Volunteers will be needed to help with the mailing. Stamps left from the Spring bulk mailing will be used. The possibility of utilizing the on-line service PayPal was discussed briefly, but there were unanswered questions about it and it was decided that further information was needed. This issue will be discussed at a future Board meeting.

C. New Standing Sign

Purchase of a new standing sign for outside display of Library events was discussed at the previous Board meeting. It was left up to Darrell Eifert to look into purchasing this item. The matter became time-sensitive due to necessary advertising of the upcoming Gala, and it was felt that an e-mail vote was needed to expedite purchase. A series of e-mails ensued on Oct. 12th regarding this purchase. Information about the sign (letters for it, various options, and cost) was e-mailed to Board members; there was some discussion on the matter. Lynn Goodman made a motion to authorize purchase of a street sign up to a cost of \$400. This motion was seconded by Kris Sawyer. Votes by e-mail were solicited and tallied as follows: Sue Hughes, Debra Perry, Connie George, Lynn Goodman, Pat Trionfo-Spitz, Gloria Goudreau, Diane Keyes, and Dot Gooby voted in the affirmative. Motion passed, and purchase was made. E-mail correspondence related to this matter will be compiled and entered into the Minutes of the Friends. Lynn Goodman will be responsible for this. E-mail voting needs to be discussed at a future Board meeting.

D. 'Orphans'

- The Library Trustees will be working with Friends to determine the redecorating of the Dearborn Room.
- Donations that come in for Catherine Redden will be matched by the Trustees. Should Friends also offer to match these donations?
- The Trustees also want to partner with us on fund-raising for the library.
- The Coffee Station will be discussed in more detail at a future meeting.
- Barbara Costello is willing to keep a scrapbook of Library/Friends events if people send her clippings, photos, and notices from the local papers.

IV. New Business

There was not a lot of interest in doing a holiday event this year.

A. Bake Sale

Shelley Chandler will coordinate the Bake Sale. It was decided to put this event off until perhaps January or February. It should not be paired with the Valentine Tea.

B. Doll Clothes

Should the sale of doll clothes be handled by auction or raffle? This should start on Dec. 1st, in plenty of time for Christmas purchasing. It was thought that an auction might sell more clothes; perhaps 'buy-it-now' numbers could be issued. Children's Room Librarian Paulina Shadowens will be involved in this effort. Proceeds will go to the Children's Room.

V. The Valentine Tea needs a chairperson.

VI. Summary of Decisions Made

- A. Possibly join the National Friends organization.
- B. Thank-you notes were sent; letters to newspapers thanking supporters will go out.
- C. Thank-you note to Rotary will be sent.
- D. Motion made/passed to donate \$200 to Rotary in memory of Catherine Redden.
- E. Business Bulk Mailing will go out by December 1st.
- F. Motion made/passed via e-mail vote to purchase new outdoor standing sign.
- G. The Valentine Tea needs a chairperson.

Kris Sawyer moved to adjourn the meeting; the motion was seconded by Connie George. The meeting was adjourned at 8:00PM.

Respectfully submitted,

Lynn Goodman, Recording Secretary, Interim