

## Friends of the Lane Memorial Library Board Meeting

### Approved Minutes

October 10th, 2018

Meeting called to order at 6:31pm by Mary Lou Heran, president.

**Attendees:** Mary Lou Heran, Wendi Lewis, Marilyn MacIntosh, Patt Walker, Christine Bushway, Mary Twomey, Mary Ertl, Amanda Reynolds Cooper, Julie Jefferson, Stacy Mazur, Lisa Parker, Cheryl Beliveau.

**Minutes:** We reviewed the minutes from the September 2018 meeting. Patt moved to accept the minutes and Julie seconded. Mary Lou moved to accept the minutes from the annual meeting in September, Wendi and Mary seconded. Approved.

**Presidents Report:** Discussion to follow in business below.

**Vice Presidents Report:** N/A

**Secretary Report:** N/A

**Treasurers Reports:** September had a total income of \$366.00, \$245 of that came from memberships. Expenses paid out totaled \$1225.00, \$1175 of that going to museum passes for Museum of Science and Peabody Essex Museum.

**Membership:** As of the meeting, we had 8 renewals sent out and 6 renewals came back.

### Old Business:

**A:** Stacy was at the meeting and gave us a bit more info on the tote bag idea that was discussed at the last meeting. The drawing of the library is already set up and able to be put on bags by the artist, Emily Kalina. The library has already purchased the rights of the image at a cost of \$100; this allotted them 3 print licenses for the image. The artist would be using the website Red Bubble to produce the bags. There are a couple different size options/price points as well. The website is similar to others where the more you buy, the more you can save per bag. The price point is a bit higher than the Friends book bags. This new tote would be coming in around \$20-\$30 for the cost for people to buy. The group was still on the fence to whether this was something that we could see selling and making a little bit of profit on. We will still consider this for future discussion.

**B:** Friends of the Library week is coming up October 21<sup>st</sup>-27<sup>th</sup>. We thought it would be a good idea to set up a table during some events, movies, story times etc., during the week at the library to let people know who we are and what we do for the library and hopefully attract some new members. Mary Lou was going to look into what was going on for that week at the library and then send out a volunteer signup sheet for dates and times that we thought would be best.

**C:** Linda looked into PayPal for an option for donations and memberships to be paid online. She was still gathering info to see whether or not it would be cost effective for us. And if so, this could be something that we could introduce for 2019.

**D:** Children's Book Sale is November 2<sup>nd</sup> this year. Set up will be on Thursday November 1<sup>st</sup>. An email was sent out regarding book donations needed for the sale. Amanda said we may be getting 10 boxes of children's books from a donor but was not sure if this was final or not.

**E:** The Craft/Bake sale is quickly approaching on November 10<sup>th</sup>. Wendi has the signup sheets ready to go. We will need a minimum of 10 vendors for the sale and a max of 20. She will also be emailing past participants and posting on Facebook to let people know to sign up. We will also be looking for volunteers to bake treats and a few people to work the bake sale table.

**F:** Darrel printed up our Book and Media sale flyers. Those will be posted around town in the upcoming weeks to advertise. Julie will make new signs for the sale of the Friends books bags for during the sale.

#### **New Business:**

**A:** The annual budget report was discussed. The income brought in for 2017-2018 was \$14,897 and we spent \$14,721. We pretty much broke even with earnings of \$176 for the year. On the budget summary, the 'other income' was for Amazon smile, raffles, seafood festival, etc. Misc. spending requests were for the books for the schools, concerts, crafts for children's room, etc. Patt requested that a line be added in for the budget this year for fundraising seed money, at \$3000. Patt moved to add the line for fundraising, Marilyn seconded. Approved. Christine made a motion to accept the amended budget for 2018-2019, Cheryl seconded. Approved.

**B:** The library had requested that the Friends discuss the purchase of a NH State parks pass for the upcoming year. The cost is only \$105 for the year and can be used at 93 parks in NH. Mary moved to purchase the park pass, Cheryl seconded. Approved.

**C:** The deadline for the newsletter will be October 20<sup>th</sup> for articles. Topics to be included are the craft/bake sale, book sale, NH State Park pass addition, board of directors list. Wendi will do a write up on the Valentine Tea and Amanda will also write a piece as well.

**D:** Due to the book sale starting on Wednesday November 14 (which is our normal 2<sup>nd</sup> Wednesday of the month for meetings), we decided to move up the next Friends meeting to Wednesday 7<sup>th</sup>. Also Amanda mentioned that the morning of our book sale, November 14<sup>th</sup>, the Chamber of Commerce will be having a meeting in the morning in the Lane room at 7:30am. Around 10-15 businesses show up. This may be a good time for us to make some contacts within the community to promote the Friends.

#### **Upcoming Events:**

Craft Fair/Bake Sale, November 10th, 2018

Fall Book Sale, November 14th-17th, 2018

Spring Book Sale, June 5th-8th, 2019

**Summary of Decisions Made:**

Amended and approved the budget.

Approved the purchase of the NH State Park pass.

Changed the November meeting date.

**Next Meeting:**

Wednesday November 7<sup>th</sup> at 630pm.

At 8:13pm Marilyn moved to adjourn the meeting, Mary seconded. Meeting adjourned.

Submitted by: Cheryl Beliveau, Secretary