

Friends of the Lane Memorial Library

Board Meeting Minutes

April 8, 2015

APPROVED 5/11/15

Attendees: Wendi Lewis, Mary Twomey, Mary Ertl, Kris Sawyer, Amanda Reynolds Cooper and Christine Bushway.

President Wendi called the meeting to order at 6:36 PM.

Minutes: Mary T. moved to accept March 2015 minutes with the correction that under spending requests the Friends paid for a DESK for Amanda's office and not a chair as reported. Wendi then seconded the motion. All in favor.

President's Report: Wendi stated that a volunteer has stepped forward to help with maintaining the Friends' website. Wendi will meet with her on Friday. Wendi did meet with Darrell re: updating of Friend's brochure. Updates will be made and new brochures will be printed.

Vice President's Report: No report

Treasurer's Report: Mary E. distributed report for March and board reviewed.

Membership Report: Mary T. has sent out April renewal reminders. Mary requested that updated Friends brochure include: 1) a reminder to have members turn in information section on form along with their dues and 2) that there be a box to check on form to indicate no change in information from previous renewal.

UNFINISHED BUSINESS:

National Library Week: Mary E. has ordered edible arrangement for library staff; which should be delivered Tues of Library Week. Amanda highlighted special activities library will be hosting that week.

Volunteer of the Month: Amanda will announce the program to the staff during National Library Week. The first nominee will be made from library staff volunteers and alternate with a Friend's nominee every other month.

Poker Room 2015: No update as yet.

Newsletter: Wendi has a possible volunteer who would take over newsletter. Board agreed that next newsletter should go out by the middle of May at the latest. Articles should include: Flatbread night, book sales, volunteer of the month, craft fair wrap up, Valentine Tea, etc.

NEW BUSINESS:

Spending Request – Amanda presented a detailed spending request for the summer reading program. Library is requesting \$5502.00 from Friends to run this year's program. Last year's actual cost of the Summer Reading Program was \$4667.00. Discussion over several line items resulting in asking Amanda to check the following: 1) if the American Doll program is included in the Children's Room budget 2) if the "Summer Final Food" is \$150 PER department as shown. Board decided to vote on this request at next meeting to allow more time to discuss, get additional information, and allow a full board to be present.

Mary E. had two spending requests. She reported that we need to reorder new book bags. Kris made motion to allow up to \$700 for the purchase of the new book bags. Seconded by Mary E. All in favor.

Mary also requested to order additional table markers for book sales. Cost would be under \$100, so no motion required.

TABLED ITEMS: Spending request approval form

SUMMARY OF DECISIONS MADE: Purchase of new book bags approved.

UPCOMING EVENTS:

Spring Book Sale – June 3-6, 2015

Flatbread Benefit Night – June 9, 2015

Fall Book Sale – November 18 -21, 2015

Respectfully submitted,

Kris Sawyer

Secretary