

**Friends of the Northborough Library, Inc.**  
**November Meeting Minutes**  
**November 30, 2016**

**Present:** Ellen Church, Lisa Gardner, Lisa Hodge, Chris Hodge, Chris Lindquist, Sandra Harris and Diane Cappelmann.

The meeting was called to order at 7:00PM by Ellen Church. The minutes of the previous meeting were unanimously accepted.

**Financial Report:** Chris Hodge was present and provided the November financial report. The financials are as follows: total income was \$2,018.39; total expense \$356.09; and net income was \$1,662.30. The big event for November was the Children's Book Sale.

**Amazon/EBay:**

On line sale reports for November were submitted. They are as follows: Ellen Church: \$201.73; Diane Cappelmann: \$306.84; Lisa Hodge: \$126.99. Catherine Foster, John Matraia, Lesli Cashin and Sidney Field did not report this month.

**Trustee Report:** Chris Lindquist was present. Please see attachment for the full Trustees report.

Development Committee: The second Annual Appeal has begun. So far they have received \$10,000 in donations. The goal this year is to reach \$20,000.

The Marketing & Branding Committee: The new Google drive is up and running.

Stirling Tech is planning to consult with the library until the end of May. Chris Lindquist is requesting \$1,235 from the Friends to help pay to retain their services until this time. Chris Hodge made a motion and Sandra Harris seconded. It was passed unanimously

Technology Committee: The Committee is still working with Bonnie on bringing Minecraft to the library. They will have a recommendation in November. Also, the new Boopsie mobile app is expected to launch next week (December 5<sup>th</sup>).

Long Range Planning is planning on submitting a request for an innovation grant (\$30,000) to provide homebound deliverable services.

Other requests:

The Children's Room requested \$1,525.00 for various items (see attached report for details). Chris Hodge made a motion and Sandra Harris seconded. It passed unanimously.

A request was made for funding for new shelving in the children's, teen and adult services for \$2,991.00. The money for this item would come from the restricted fund as it is a capital improvement to the library. Chris Hodge made the motion and Lisa Hodge seconded it. It passed unanimously.

A request was made for \$400.00 pending donor contribution of \$1,000 for the purchase of Minecraft. Chris Hodge made a motion Lisa Gardner seconded. It passed unanimously.

The library will be submitted their FY2018 budget request to the town administrator. As they did last year, in a supplemental budget they will again request funding to enable the library to restore hours on Monday's and Thursday evenings beginning in the fall of 2017. Estimated cost would be \$60,000 including one additional full-time library assistant.

Library Development Update: An endowment campaign is to be established. The question before our committee is would we like to contribute to the endowment to help kick it off. Ellen has suggested we think about donating \$10,000-\$15,000. The Friends has about \$20,000 in unrestricted savings. We can contribute from this to the endowment fund. The endowment fund gets a higher rate of return than the money is currently getting now in savings.

Ellen Church is asking if we as a group support giving to this campaign to help kick it off. We have begun discussions to gauge support.

**Membership:** Lisa Hodge was present. We currently have 103 current members.

### **Old Business**

**Children's Book and Media Sale:** The sale was a bit slower than last year. We made \$1,158.72 for the Children's Room. This was down from last year. We are thinking that maybe for next year, we will better coordinate the event with activities that are scheduled in the children's room.

**Library Development Committee:** Please see Trustees report.

**Holiday Trolley:** The Holiday Trolley book sale is a two day event starting Friday December 2<sup>nd</sup> at noon and ending on Saturday, December 3<sup>rd</sup> (9:30-4:30).

**Friends Logo:** Sandra Harris, Lisa Hodge and Ellen Church have formed a subcommittee to study possible logos.

**Elections:** Friends Board member elections were held. The slate is as follows: Ellen Church, President  
Chris Hodge, Treasurer; Lisa Hodge, Membership; Lisa Gardner, Clerk.

Diane Cappellmann and Sandra Harris are on the slate for the Friends Director positions.

Chris Hodge mad a motion to accept the slate. Sandra Harris seconded and it was unanimously accepted. Congratulations to all.

### **New Business**

**Big Book Sale:** Ellen Church is chairing this event. Lisa Hodge has agreed to co-chair. The sale will be held March 29-April 1 (It's no joke)!

### **Notices for Gale Forecast**

**Notices for Gale Forecast:** Holiday Trolley Book sale.

Our next meeting will be held on Wednesday, January 25, 2017 at 7:00PM. This meeting was adjourned at 8:00PM.

Respectfully submitted,  
Lisa Bazarian Gardner

