

Friends of the Northborough Library, Inc.
October Meeting Minutes
October 26, 2016

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

The meeting was called to order at 7:03PM by Ellen Church. The minutes of the previous meeting were unanimously accepted.

Financial Report: Chris Hodge was present and provided the October financial report. They are as follows: total income was \$3,128.37; total expense \$802.50; and net income was \$2,325.87. Our big money maker this month was the Antiques Appraisal event that earned \$2,318.65.

Amazon/EBay:

On line sale reports for October were submitted. They are as follows: Ellen Church: \$412.22; Diane Cappelmann: \$171.90; Catherine Foster: \$38.76; Lisa Hodge: \$35.05. 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.

A new page was hired. Welcome aboard Kaitlyn Wilber.

Development Committee: The second Annual Appeal has begun. Letters were mailed on October 13th. The goal this year is to reach \$20,000. So far they have received 30 responses.

The Marketing & Branding Committee: Stirling Technologies is assisting the Teen and Children's departments on creating there on sub-brand. They will also continue working the library for the next 6-9 months as the library rolls out the new logo and tag line. Some suggestions they have made are to switch from Constant Contact to MailChimp and to use Canva in place of Microsoft Publisher.

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 in November.

The library will be submitting their FY2018 budget request to the town administrator by November 14th. 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.

Adult Services has requested \$300 for a program featuring news personality and mystery writer Hank Phillippe Ryan on December 14th at 6:00PM. A motion was made by Lisa Gardner and seconded by Sandra Harris – it passed unanimously.

Membership: Lisa Hodge was present. We currently have 107 current members. We had 1 renewal this month.

Old Business

Antiques Appraisal Day: Appraisal day was a success. The event raised \$1,493.65 in appraisals and another \$825.00 in sponsorships for a grand total of \$2,318.65. We had about 50 people – 100 slots from all over the state came to the event. We have one item that a participant has asked Skinner to help them sell. If the item is sold the Friends will receive a portion of the sale. Thank you to all the volunteers for your help in making this a successful event.

Children's Book and Media Sale: The sale will begin on Wednesday, November 2nd in the afternoon and run until Saturday, November 5th. Set up for the sale will begin on Tuesday, November 1st. **We are still in need of volunteers for this event.** The bag sale is Saturday November 5th 2-3:00PM.

West Virginia/Louisiana Libraries: Both libraries received the checks we sent and have sent us a Thank you letter.

Library Development Committee: Please see Trustees report.

Holiday Trolley: The Holiday Trolley book sale is a two day event starting Friday December 2nd at noon and ending on Saturday, December 3rd (9:30-4:00). The trolley has been paid.

New Business

Friends Logo: This has been tabled until the November meeting. We would like to see what the Teen and Children's room decide for a logo first.

Jack Sharp: Is currently in the hospital. A card has been sent on behalf of the Friends. We hope Jack has a speedy recovery.

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

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

Notices for Gale Forecast

Notices for Gale Forecast: November – Children's Book Sale reminder. Listing of Antiques Appraisal sponsors.
Holiday Trolley Book sale.

Our next meeting will be held on Wednesday, November 30, 2016 at 7:00PM. This meeting was adjourned at 8:10PM.

Respectfully submitted,
Lisa Bazarian Gardner