

Friends of the Northborough Library, Inc.
January Meeting Minutes
January 31, 2018

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

The meeting was called to order at 7:05PM by Ellen Church. A motion made by Lisa Hodge to accept the minutes from the previous meeting was seconded by Ellen Church. It passed unanimously.

Financial Report: Chris Hodge was present and provided the December 2017 and January 2018 financial reports.

December 2017: Total Income: \$2,875.76; Total Expense: \$2,496.50; Net Income: \$379.26.

January 2018: Total Income: \$3,817.78; Total Expense: \$1,683.89; Net Income: \$2,133.89

Amazon/EBay: On line sale reports for December and January were submitted. They are as follows: Ellen Church: December \$543.06 January \$290.57; Diane Cappelmann: December \$134.98 January \$391.31; Lisa Hodge: December/January \$28.75; Catherine Foster: December/January \$86.39. John Matraia did not report this month.

Trustee/Director's Report: Chris Lindquist was present to provide the January report to the committee.

Personnel: Carly Coleman has been hired as the new children's librarian. Welcome aboard Carly.

150th Library Anniversary Committee: Mitch Cohen is the Chair. The next meeting is February 6th. Looking at venue's for gala possibly holding it at the library. Date of gala would be March of 2019.

Space Planning: Met with the building planner from the Board of Library Commissioners about how best to use the available space and addressing the lack of storage space. This will be a yearlong process working with the consultant.

The Development Committee: Met their goal of \$20,000. Approximately 250 donors participated in this year's drive.

Membership: Lisa Hodge was present. We currently have 104 members.

Apple Memory Café: Carol DeRienzo was present. To date, Carol has had \$2,100.00 in donations. Going forward if entertainment or food expenses exceed \$100.00 Carol will need to get a vote from the board for approval.

Carol is considering moving the day and time of the café to the 2nd Monday of every month and including lunch. She thinks this will bring in more people especially since DayBreak will be expanding to Wednesday's in Marlboro at the same time as the café.

Old Business

Flood Check's: We will be sending the ALA \$351.06 for the libraries in Puerto Rico. The Florida Library Board sent a thank you.

Holiday Trolley Book Sale: The sale was a success. We raised \$1,629.00. Thank you to all that volunteered.

Friends Graphic Design: Students from ARHS are currently working on a design for the Big Book Sale.

Receipt Pads: Ellen purchased the receipt pads and we now have them for future book sales.

GWCF Endowment: The committee has tabled this discussion until the next meeting.

New Business

SUPER Book Sale: To help alleviate the amount of books in the cave, we will be holding the 2nd annual SUPER Book sale on Friday February 2nd – Saturday February 3rd.

Big Book Sale: The BIG Book Sale will be held Wednesday, March 28th – Saturday March 31st. We are changing it a bit this year, the preview will be on Wednesday March 28th 1-4 and will open to the public at 4:00. We will be advertising at Book Sale Finder for \$30.

150th Swag: April 8th will kick off a year of events celebrating the library. Chris Lindquist has requested funds for the purchase of swag. The following was approved by the committee:

- T-shirts: 35 shirts at \$15/shirt for a total cost of \$525.00. Chris Hodge made a motion, Carol DeRienzo seconded and it passed unanimously. Ellen Church recused herself from this vote because her daughter Ally Church is the artist designing the shirts.
- Tea Bags: Purchase 240 boxes of tea containing 25 bags of tea per box at \$1.65/container for a total of \$396.00. Chris Hodge made a motion, Carol DeRienzo seconded and it passed unanimously.
- Pencils: Purchase 864 pencils for \$0.33/pencil for a total of \$285.12. Chris Hodge made a motion, Sandra Harris seconded and it passed unanimously.
- Bookmarks: Purchase 1000 for \$0.09 for a total of \$88.92. Chris Hodge made a motion, Sandra Harris seconded and it passed unanimously.

Service Award: Marge Femia, Penny Downey and Mary Murphy will be on the Service Award Committee along with Ellen Church.

Central MA Library Legislative Breakfast: Donation of \$75.00 from the Friends to help fund this year's breakfast. Lisa Gardner made a motion and Sandra Harris seconded. It passed unanimously.

FY2018 Budget: Lisa Gardner made a motion to approve the FY2018 budge as presented, Lisa Hodge seconded. It passed unanimously.

Chris Hodge made a motion for supplemental for the budget at Chris Lindquist request. Lisa Hodge seconded and it passed unanimously

Next Meeting: Wednesday, February 28, 2018 at 7:00PM. The meeting was adjourned at 9:10PM.

Respectfully submitted,
Lisa Bazarian Gardner