

Friends of the Brandon Twp. Public Library

Minutes

December 11, 2023

Called to Order: 6:00 PM

Members present: Jenny, Tina, Alan, Tom, Margaret

Staff/Liaison Present: Verna, Fran, Laura

1. President's Report- Tom welcomed everyone to the meeting. The agenda was approved with the addition of Budget Approval under Unfinished Business.
2. Vice President's Report- Alan commented that he has been working with Shauna on the technical side of doing automatic dues renewals. The first notification should go out Dec. 29. There are 4 versions to be sent out at various times (before dues are due, after date has passed, etc). Alan is considering sending out a reminder/thank you to people who donated in 2023. Fran suggested some language to use. It was decided to have Margaret write the next article for the library newsletter about the bookstore.
3. Secretary's Report- The minutes from last month were approved.
4. Treasurer's Report- FOL currently has \$19,040.52 in our checking account and our CD is worth \$2,533.71. The total amount spent on the Gala was \$489. The bookstore brought in \$442 dollars. Patty stated that she will purchase the next CD after 12/20/23.
5. Finance Committee Report-deferred until budget discussion.
6. Membership Committee Report- Tina made her final report as Membership Chair. She was thanked for her hard work. We currently have 52 members, 3 of them businesses. She reported \$475 in donations to FOL in 2023. She has electronic copies of the membership list, a list of local businesses, and civic leaders' contact information. Margaret has been given a paper copy of the lists. Tina returned office supplies she had left and they will be kept in the FOL cupboards in the back room.
7. Bookstore Report- Margaret thanked Susan, Monika, Alan and the library staff for assisting with the Holiday Sale. \$276 was raised. John has been selling books for us online. We have received checks for \$69.88 and have \$90.57 pending. Jenny and/or Cottage Books may do some selling of antique/older books. Verna suggested using John King, a Detroit used book business.
8. Fundraising Committee Report- The Bookmas book stacks have been selling well. We created 38 stacks and have sold approx. 20 at this point. It was agreed that this was a successful first year. Thanks to Jenny, Shauna, Tom and Margaret for wrapping the books, making tags and tying bows. The Silent Auction continues until Dec. 15. The 11 baskets are all receiving bids. Winners will be contacted on Dec. 15 and may start picking up the baskets Dec. 16. Thanks to Jenny, Shauna and Margaret for their work on this project.

9. Library Director's Report- The VOX books bought with FOL funds are circulating well. The library currently has approximately 30. Library signage has been installed inside the building and on the front windows. More items have been purchased for the Library of Things with FOL funds (sewing machine, bubble machine, a karaoke machine, pickle ball set, a microscope and Twister). The shelves housing this collection will be moved to a more visible location soon.
  
10. Library Board Liaison Report- The next Strategic Plan is being discussed. Goals have been chosen and objectives are being investigated now.
  
11. Library Staff Liaison Report-Fran has been traveling to schools to discuss Battle of the Books and has already signed up one team. She is in need of volunteers to help with Santa's visit Dec. 14.
  
12. Unfinished Business- The 2024 budget was discussed. It was decided to allocate \$5,500 to library requests and \$500 to library marketing. Other sums are: \$600 to non-profit expenses, \$200 to petty cash expenses and \$100 to fundraising expenses. The budget was voted on and approved.
  
13. New Business-Election of FOL Board-all 4 people running were unopposed. A vote was made to approve all 4. President-Tom Roberts, Vice President-Alan Allgaier, Secretary-Margaret Crockett, Treasurer-Patty Salter
  
14. Adjournment-7:07 PM