

Friends of the Brandon Twp. Public Library

Minutes

March 11, 2024

Members present: Tom, Alan, Stan, Margaret

Staff/Liaisons present: Fran, Jan, Cheryl, Laura

1. President's Report-Meeting called to order 6:01 PM. The agenda was approved with one addition. (Operating Agreement)
2. Vice-President's Report- Alan announced that he has filed the paperwork to run for a spot on the Library Board. He will step away from his FOL Board positions as of tonight. He will still be a participating member. He has shared necessary info with Patty (treasurer) about online membership renewal system.
3. Secretary's Report- The minutes from our last meeting were approved. Margaret let us know that the Minutes from the Jan. 2024 meeting were changed and reposted according to the discussion at February's meeting.
4. Treasurer's Report- Patty was absent from the meeting but Fran presented some basic information from her. FOL checking account currently has \$15,839.04 which is a \$1,534.53 increase from last month. Our CD is worth \$2,567.87 right now.
5. Finance Committee Report- no report
6. Membership Committee Report- no report
7. Bookstore Report- We did a Black History Month display in February and will have a Women's History display in March. Our online sales in February were \$216.92. So far in March online sales are \$96.92. The bookstore donated 235 books to Harvey Swanson Elementary's Literacy Night. Each book had a bookmark inside that said the book was donated by FOL and talked about our bookstore. Our big sale for Garage Sale weekend was discussed. The sale will run from 9:00-4:00. We also talked about the best way to get payments for online sales- check or PayPal. It will continue to be investigated.
8. Fundraising Committee Report-no report
9. Library Director's Report- Laura discussed needing to update the FOL Board information in the Library's Emergency Binder. A new Operating Agreement between the library and the FOL Bookstore was discussed and will be signed and a payment of \$1 will be made. Laura shared a staff member's ideas to have FOL show the meanings of the various stickers on the book spines in the store and the suggestion to maybe do

sales with the “oldest” stock. She also shared a graphic with the library's new Strategic Plan.

10. Library Board of Trustees Liaison Report- Jan reported on the March 6 Open House the board held. Possible new board members attended to collect information, get a library tour and enjoy refreshments while asking questions about joining the board. Jan has had further contact with some attendees.
11. Library Staff Liaison Report- Fran attended the local kindergarten Round Ups and shared FOL Membership forms, 15 forms were taken by families. She has given out 2 bibs and books in the past month. FOL will give free book coupons to BGYA for use in their gift bags later this spring.
12. Unfinished Business- Green bags- Jenny has contacted the company to purchase green bags for the bookstore. The check will be written soon and the order will be placed.
13. New Business- Operating Agreement- Each year FOL pays \$1 to the library and signs an agreement with the library for our bookstore space. Tom, Alan, Laura and Fran signed the document.
14. Adjournment- The meeting was adjourned at 6:34 PM.