

Friends of Brandon Twp. Public Library

Minutes

Jan. 13, 2025

Members Present: Tom, Monika, Patty, Margaret

Staff/Liaisons Present: Laura, Fran, Shauna, Verna, Jan, Cheryl

1. President's Report: Tom called the meeting to order at 6:01 PM. The Agenda was approved. Tom introduced Shauna who presented three things. She first reported that we currently have 27 paid members and 25 previous members who did not renew this year. (Patty let us know that she has gotten cash payments from some members but hadn't told Shauna so they may have been misreported.) Shauna presented information about the Bookshop starting to use Square to accept credit card payments. She ran through how much FOL would make on items based on the percentage Square takes for its use. We discussed raising prices, making a \$5.00 minimum purchase, or losing money on each sale. It was decided to begin using Square and reassess in a few months. Shauna will prepare signage including a QR code. Shauna's third item was continuing to participate in Dolly Parton's Imagination Library which provides free books to children. FOL has been sponsoring one child. 159 children residing in Brandon Twp. belong to the program. It was voted to sponsor 5 more spots at \$150 each.

2. Vice President's Report: n/a

3. Secretary's Report: The Minutes from our December meeting were accepted. Margaret shared a thank you note we received from library staff thanking FOL for supplying lunch and hot beverages for a holiday luncheon.

4. Treasurer's Report: Patty shared the monthly financial report. Our total balance is \$25,821.50. Our only expense in Dec. was a \$418.09 payment to Director Laura F. for the staff luncheon. We also discussed problems with counting coins from the cash box and different solutions.

5. Finance Committee Report: n/a

6. Membership Committee Report: n/a

7. Bookstore Report: Margaret reported that sales have been good and we have had quite a few shoppers filling large bags with purchases. (Some of them are re-sellers.) As of Jan. 12 on-line sales have been \$285. Jenny is selling books for us on eBay also. Her sales were \$60. Jenny also works with Kathy at Cottage Books to sell books for us with a 50/50 split of earnings. The group discussed using Pay Pal for online sales but decided against it.

8. Fundraising Committee- Margaret reported that the Silent Auction earned \$886 this year which was \$30 more than 2023. Our Book Bundles made \$395 during the holiday season. We did not sell any FOL Memberships as gifts. In the fall we will revisit our holiday sales to see if adjustments should be made.

9. Library Director's Report: Laura presented the 2024 FOL donation report showing all of the items that FOL's donation provided for the library and the community. A copy of the list will be posted on the library's website. She provided the 2025 calendar for the library and noted FOL would need to change the date of our Oct. meeting due to library closure. It was voted to hold our meeting on Oct. 20, 2025.

10. Library Board Liaison Report: Jan spoke about the Library Board doing a self-evaluation each year, which provides them with three areas on which to focus. In 2024 they learned more about finances and relationships with the library director. Their final training will be Jan. 14 regarding Roberts' Rules of Order. They will do the self-evaluation again this year for new goals.

11. Library Staff Liaison Report: Fran has started her Battle of the Books program and has five teams this year. She thanked FOL for sponsoring the program. She gave out 12 board books and bibs in December. She thanked FOL on behalf of the staff for the luncheon we provided and all we do for the library.

12. Unfinished Business-n/a

13. New Business- FOL presented our annual donation to the library tonight. A check for \$6,500 was given.

Another new issue was income taxes and it was discussed earlier in the meeting. FOL board is unsure of some income tax expectations and when sales taxes need to be applied. Research is being done. We will be joining the Friends of Michigan Libraries which should provide more information to us and give us opportunity to have questions answered.