

Friends of Brandon Twp. Public Library

Minutes

September 11, 2023

Called to order: 6:05 PM

Members present: Patty, Tom, Alan, Stan, Tina, Kerenza, Margaret, Christina

Staff/Liaison Present: Laura, Fran, Susan

1. President's Report- Tom welcomed new member Christina and introductions were made. The agenda was approved with an addition about the 2024 budget.
2. Vice President's Report- Alan filed the L.A.R.A. for 2024 and will be reimbursed for the \$20 fee.
3. Secretary's Report-Minutes from last meeting were approved.
4. Treasurer's Report- Patty reviewed income and payments from the last month. We currently have a savings balance of \$18,543.31 and a CD worth \$2,521.62. Our income from the bookstore cashbox was \$856.50 and internet sales were \$146.15. Patty presented a draft of a 2024 budget and asked members to review it before the Oct. meeting. There was also discussion on how to represent petty cash on the spreadsheets.
5. Finance Committee Report- See Treasurer's Report.
6. Membership Committee Report- Tina has signed up all members for the weekly library newsletter, she asked Board Member Susan to ask fellow library board members if they receive it. We currently have 47 members and the goal is 50. We have had 5 official donors and have gotten \$375 in donations. Tina has the emails for 90 of the 165 local businesses she is targeting; she will be able to contact them online instead of through the mail.
7. Bookstore Manager Report- Margaret thanked the 2 FOL members who came in to sort DVDs and thanked Tina for sorting donations while managers were out of town. She also reported on the Teacher sale and the DVD clearance sale. We are thinking of doing a special sale (with a coupon) during the Crust Baking workshops. The bookstore will also participate in the library's Trick or Treating event Oct. 23-31 by having items set outside of the store. We also discussed if having Tim as our on-line seller was worth it, no decision was made.
8. Fundraising Committee- tabled
9. Library Director Report- The Library of Things is open and has been being used already. Laura thanked FOL for providing funds for this. Staff will be adding to the collection continuously. The Library will be closed Oct. 9 for staff in-service. Laura suggested doing a photo with a large check the next time FOL makes a donation as a way to promote our group. The Library Board is holding a special meeting Sept. 13 to discuss a

vision/mission statement. FOL is invited to attend. The library gave the check for Summer Reading trees to the Parks Dept. so that the trees can be purchased and planted. A photo-op may be done.

10. Library Board Liaison Report- Susan said the board is adjusting their by-laws, decreasing the number of committees, writing a new vision/mission statement and looking for additional people to run for Library Board in the next election.

11. Library Staff Liaison Report- Fran thanked FOL for their continuing donation of books to her Books in Business program which now has 12 participants.

12. Unfinished Business-

Shirts- tabled for next meeting

Gala- Kerenza presented information about the upcoming FOL Gala on Oct. 20. She had a food budget prepared for 30 guests. She had also budgeted for invitations. A motion was made and approved to spend up to \$500 on items needed for this event. She had a tentative schedule and some concerns and questions for the group about the event. Invites will be created by Alan and Tina and will be emailed to current members, staff and board members. Others will be contacted by mail. The start time was changed to 6:00 from 6:30. We will do some prep for the event at our next meeting and Patty will assist Kerenza on a dry run of the event.

Christmas Fundraiser- Doing Silent Auction baskets again was discussed. We decided to do it again and Margaret will report on it at the Oct. meeting.

Baldwin Center book donations-tabled. Kerenza mentioned she knows of a group home that would like a one-time donation of kids' books, and Susan mentioned a virtual school that is trying to start a library.

13. New Business- We can't meet on Oct. 9 so our next meeting was changed, by unanimous approval to Oct. 11.

14. Adjournment- 7:32 PM