Friends of the Brandon Township Public Library

May 8, 2023 Meeting Minutes

Called to order 6pm.

Attendance: Tom, Alan, Tina, Karen, Kerenza, Laura, Patty, Susan Hagen, Fran.

1) President’s Report:
   a) Welcome and Introductions for Tim and Diana Yolkubov of Victoria-Nia.
   b) Motion to approve agenda with 2 additions. 2nd. Carried.

2) Vice President’s Report:
   a) Our state LARA (Licensing and Regulatory Affairs) has been brought up to date and paid in full.

3) Secretary’s Report:
   a) Motion to approve April meeting minutes. 2nd. Carried.

4) Treasurer’s Report:
   a) Account Balance: $15, 305.03
   b) Cash box sales: $894.65
   c) Internet sales: $237.19

5) Finance Committee Report:
   a) Alan has resigned as Internet salesman, and those sales will now be handled by Victoria-Nia. We can expect future sales and budgets to be variable for a few months.
   b) September will be the month to reconsider new Library funds request.
   c) Alan will check what the limit of savings or assets are for a 501C for future consideration.

6) Membership Committee Report:
   a) Tina handed out an updated Membership List with contact information, and requested street addresses for everyone.
   b) Over 200 Campaign Letters and Membership applications were mailed to local businesses, Ortonville Village and Brandon Township officials, and previous FOL members.
   c) A Campaign letter was included in the Library Summer Program newsletter. The FOL has a designated space for all future newsletters. The next deadline is in July.
   d) Kerenza volunteered to be a Greeter at the May 10 Ellis Island Library program.
   e) Tina has made arrangements to be a vendor at the Village Spring Garden Market, Saturday, May 20 9-3, selling books, book bags, and a free plant for every Membership purchased. Volunteers are appreciated for any block of time.

7) Bookstore Committee Report:
   a) The book sale during the M-15 Garage sale May 6 went very well. Thank you to all who volunteered to set-up and re-pack everything.
   b) Total sales during this event were $368.39.

8) None.

9) Library Director Report:
   a) Summer Reading planning and purchasing is complete.
   b) New Strategic Planning is underway and volunteers were given preliminary survey questions for review and input.
   c) Special Thanks to Margaret for treating the staff every day during National Library Week!
d) Ortonville 175th committee is looking for donations of prize baskets for their July/August raffles, and an invite was handed out for the Amos Orton Birthday Party June 7.

e) A Library of Things is waiting for Board approval. Patrons will be able to check out ‘things’ other than books such as cake pans, music instruments, lawn games, etc.

10) Library Board of Trustees Liaison Report:
   a) If the weather holds, the paving of the parking lot should be done by June 2.

11) Library Staff Liaison Report:
   a) Battle of Books went really well, and Fran and her ‘mini-mees’ were featured in the Citizen.
   b) Fran will be attending Literacy Nights May 17 and May 22 at the local schools and will promote the FOL.

12) Unfinished Business:
   a) Future Internet book sales will be handled by Tim and Diana of Victoria-Nia, coordinating with Margaret. They have been in this business for 10 years, and work with Amazon, E-bay, and other 3rd parties. FOL will receive a 50/50 split of sales after deducting shipping and fees. A contract was presented by Alan; motion was made to accept and sign this contract. 2nd. Carried. The contract will be kept in the Secretarial files for future reference.
   b) Cash box will be installed soon.
   c) Tree Park: during the Summer Reading program, the Library will have a tree planted at the Brandon Township Community Park for every 100 hours of reading, up to 5 trees for a cost of $754. Motion was made to split the cost at $377 for the FOL. 2nd. Carried. A plaque is placed at each tree recognizing the donor.

13) New Business:
   a) Books for prison library: Patrons have requested permission to take books destined to be recycled to the local prison. Margaret will need to coordinate with Jenny Roberts to get more details.
   b) Karen suggested taking kids’ books destined for recycling to local shelters and will coordinate with Margaret and Fran to get more details.

14) Motion to adjourn at 7:45. 2nd. Carried.