

NPL Friends Meeting

September 14, 2009

Attendees:

Diane Aiello
Carole Barker
Martha Barrett
Ken Bateman
Judy Blachek
Jane Clark
Carol Eyman
Mark King
Stephen Krah
Diana Lytle
Marjorie Morse
Erin Powers

NOTE: The Friends are NOT holding a fall book sale; we have moved to one book sale a year, held in the Spring, the 3rd weekend in March (19, 20, 21)

Next Meeting: October 5, 2009 (Due to Columbus Day)

August Minutes: Accepted

Treasurer's Report: Accepted

Daily book sales: \$1132.45

Current balance: \$18,608.76

Petty cash balance: \$133.34 (None spent or deposited)

Membership Update

As of September 14, 2009: 104 members

Infrastructure Update

- Insurance update – working on getting new policy for extended coverage for offsite events like Author Event; checking on issue of going over 100 members
- Reminder to staff and Friends members that we are not having a Fall book sale – post at top of minutes and post a sign; and note that we are accepting book donations
- Add item about book sale donations to Chris Bohjalian event Powerpoint slideshow
- Donation room is packed – need children's and romance done; Judy will ask Sarah Widhu if she can come in to do children's
- Staff appreciation – \$600 approved at local eatery; we will need a staff list by department from Carol and Diane will buy them

Fundraising Update

- Bookflips – not selling many; bring to Author Event
- Barnes & Noble – Judy talked to B&N rep – they can do the event for us any Monday through Friday; we can target times like 4 to closing and have one event in the morning. Possibilities include June Lemen reading children's books, Wendy Thomas talking about thrift, Tom Long – nature books; thinking about dance troupe, face painting, etc. First choice for a date is January 13th, second is

January 14th. February break (25th) is third choice. Can teen group do face painting?

Director's Update

- The library staff is setting up a computer for adults in children's room.
- Self checkout is up 7%; circulation up 8% last year.
- There is a committee investigating a new automation system for the library that handles circulation, purchasing, cataloguing, etc.
- 1400 people came to Back to School Night (in 2 hours) in Children's Room.
- A reminder to patrons that you must park in a metered parking space when you come to the library, even in the evening; unmetered spots are privately owned and the owners frequently tow cars; it costs \$185 to get your car back.
- Director's search – the position was offered to someone in South Dakota and he turned it down.

Financial requests/grants

- Museum of Science pass - \$600 (4 passes of reduced rate of \$5/person) – Karen asked if we can we do preapproval for these passes – with breakdown. Find out what they need for the year and just have her request a check from Diane. Make a list of what we've done this year and ask if she wants them next year.
APPROVED
- ICA – Institute of Contemporary Art - used 57 times; asking for \$185 half membership for twelve months. APPROVED
- Carol requested funding of \$800 for concert during Black History Month – A Great Cry of Soul with David Howse and Sima Kustanovich – for next fiscal year 2010 – we will set aside funds for this; APPROVED
- Cash box request from Diane; APPROVED – allocate up to \$50

Author Committee Update

- We need an additional insurance policy to cover our Author Event; cost is \$350 for a year (would cover Barnes & Noble event too) - APPROVED
- We now have Beyondthebook domain.
- We decided not to do the PayPal button for tickets.
- Getting a table runner – Diana is working on this; initial quotes \$350+ (authorized \$150) – we all thought it seemed expensive; want to cap at \$200 – silkscreen or embroidery; APPROVED additional \$50
- Decorations – request \$50 for flowers and seasonal gourds; and requesting \$225 for wine; APPROVED
- 60 of \$5 tickets and 18 of the \$25 tickets have sold (250 \$5 and 50 of \$25)
- Mark King is volunteer manager
- Time to think about what author we would like to invite for next year

Miscellaneous

- Butterfly Place update (from notice on website) – As the result of a structural collapse that occurred on July 29, 2009, the atrium at The Butterfly Place will be closed until further notice. The Gift Shop is also closed at this time, scheduled to re-open for Valentine's Day 2010. In the meantime, they remain open for online sales.
- Jenn sent a thank-you for Teen Reading program .

Action Items

Team (Ken – will come up with ideas to start)	Research the availability of a FOLUSA book about membership drives through Inter-library loan program. IN PROGRESS
Judy Blachek	Post sign at library that we are not having a fall booksale, but are still accepting books
	Add slide about book donations to powerpoint presentation at author event
	Ask Sarah Widhu if she can sort the children's books
Carol Eyman	Ask Jenn if teen group would do face painting at B&N event
Ken Batemen	In process: Augment information pack for new library members to include Friends information. IN PROGRESS (includes looking into Friends bumper sticker or magnet)
Diane Aiello	Rolled over the 3000+ 3-month CD. Will mature October 23 rd .
	Buy staff appreciation gifts.
	Continue working with insurance co. on "over 100" membership question