

## FRIENDS OF THE LIBRARY MEETING MINUTES

January 17, 2017

**Attendees:** Cheryl Forster, Shelley Quinn, Stephanie Tannariello, Nancy Spears, Christine Farris , Gwen Sliger, Sally Harrington, Jan Madigan, Allison Truslow, Amy Lapointe, Jane Cosmo, Liz Larson, Paula Schmida

**Chair's Report:** (Cheryl Forster) Chair called meeting to order at 1:03 pm and thanked everyone for coming. Cheryl passed out copies of Treasury forms.

**Secretary Report:** (Shelley Quinn with Allison Truslow) Two changes to minutes of November 14, 2016. First: change in spelling of an artist name. Second: Update "Library" to "Friends of the Library" is pursuing a \$500 grant from the Amherst Garden Club. Minutes of November 15, 2016 approved with these two changed. Allison Truslow will take over recording of the meeting minutes from Shelley Quinn. Corresponding Secretary and Secretary duties will be combined in a single Secretary position.

**Treasurer Report:** (Shelley Quinn for Michele Burke)  
Copies of budget distributed. Ending balances should match, but Excel spreadsheet shows month to month snapshot, work document shows a very specific time frame.

**Opening balance:** \$23,789.49. Ending balance: \$23,683.84.

Of note:

- Holiday book cart: double budgeted amount (budget was based on last year's budget results.)
- \$1500 in honor of Elaine Bennett.
- Miscellaneous: Includes cash donation from programs where FOL provides refreshments.
- Tote Bags: Reached break-even point. Future sales all profit.
- Trips: Budget shows deposits only.

Comments: Doing well with the budget. Basically have money to do what we'd like to do.

Proposal by Cheryl: Show proposed expenses so that we can see at a glance what money we have to work with and what is committed. Tabled. Shelley and Cheryl and Michele will have a discussion.

**Correspondence:** (Allison Truslow) Few more thank you/ condolence notes are being sent to Elaine Bennett's family and friends who donated to the Friends on Elaine's behalf. Charlene Carpenter sent a thank you note for the \$50 Longhorns gift card.

**Trustee/ Library Director Report:** (Amy LaPointe) Program season! Lots of programs on offer. Also budget season. There was a public presentation. Next is the deliberative session on February 8. Important to have supporters at the Deliberative Session on Feb. 8th to show support for 2018 budget that has been approved by the selectmen.

Bookcase in memory of Elaine: The process has started with the removal of the plaque from the entryway. The plaque is being refinished. The carpenter has a shelf from our current bookcases so he can match the stain in making the new bookcase.

### **Committee Reports:**

**Membership:** (Pam Macdonald & Lisa Walker) Currently 143 members! (Last year at this time 138.) Ruslyn's been doing a good job showcasing the Friends at FOL programs. Valuable to have visibility at programs. Will continue to offer hospitality.

**Hospitality:** (Paula Schmida) Next Concert is January 29<sup>th</sup> at 4PM. Signup sheet passed around for snacks to be dropped off at 3:30PM. More people are attending these events. Brings us new members, donations and displays.

**Holiday Book Cart:** (Liz Larson) Phenomenal. Doubled budgeted numbers (based on last year's results). What was different? More quality books. Set up, timing, location were all similar. Staff did a good job pulling quality books. Also, patrons knew to expect the sale. Amy LaPointe suggested that we set up the holiday book sale earlier (before Thanksgiving) as she observed there was more activity early on in the sale. The key is alerting staff to pull books early and set aside. Also tried selling pictures – but didn't sell. Some bought for frames.

**Trivia Night:** (Stephanie Tannariello and Liz Larson) Luck o' the Irish theme as the event falls on the weekend of St. Patrick's Day. Sign up sheets passed around for designing trivia questions and help during Trivia Night (contact Liz or Stephanie to sign up). Email blast going out today, January 17th for tables. Maximum of 17 tables available. 5 tables sold as of today. Donations: Re-orienting to match what was popular last year: restaurant certificates, Moulton's gift, etc. Book art suggested as table centers. Stephanie will follow up.

**Professional Art Display:** (Christine Farris) Good opening for January Everything Small, well attended. Artists very appreciative and a by-product was the networking provided to that artists. Next month: watercolorist. Jennifer Cook. Professional Art position is still open. Discussion around breaking the job up: deemed not feasible.

**Student Art Show:** (Gwen Sliger) Gwen will be leaving the position as she is moving soon. Suggestion that this position could be shared by two people: one for fund raising and one for hanging & arranging. It was noted that there is a high return rate for sponsors with only 3-4 dropping out year to year. Also noted, this year there will be 12 awards instead of 15 due to the fact that 1-4 grades are all at Wilkins and Kindergarten does not participate. The open position will be advertised through SHS, MVVS, AMS and Wilkins principal letters. Christine are following this up. There was a suggestion that a call be put out on Konstella via the PTA. Liz Larson has volunteered to follow this up if wanted/needed.

**Publicity and Newsletter:** (Andrea Maier) January 23rd deadline for newsletter. Andrea can assist in putting together announcements if you need help.

**Display Case:** (Zola Brown) Filled up and doing well. Gentleman from last FOL program approached us and has a collection of hand-carved birds to display. This display will probably

use both our upstairs display case and the display case located in the children's area. This month: Liquid Art. Next month: Makerspace. March: DAR. If you have any suggestions for future displays, please pass ideas and names to Zola.

**Trips:** (Jane Cosmo/Jan Madigan) Current trip idea: Trip to the MFA in Boston to see Art in Bloom. We would partner with Garden Club which has been invited to participate. Art in Bloom submissions are executed by floral designers and garden clubs who are each given a work of art to interpret. The Amherst Garden Club has a designer Amy Parker who teaches art at Clark. On February 27th they will be assigned a work of art. Art in Bloom takes place Friday, April 28 – Monday, May 1. Propose Monday, May 1 for the trip as no designers will be at the exhibit on Friday. Hours proposed are 8AM – 4PM. Bus ordered and contract signed (for Friday, April 28th, but Jane will be contacting the bus company to change the date to May 1). Price for participation is to be determined, but approximately \$45-50. This estimate is based on an entry fee to MFA of \$20-25 and the bus charter of \$954. We will advertise and open the trip to Amherst Garden Club members too. Partnering with the Garden Club mainly for publicity. It was noted that the Bedford Garden Club will be conducting an event at which they'll talk/promote Art in Bloom.

Additional potential trip being discussed: Currier Museum. May look into a Docent tour.

**Online Book Selling:** (Cheryl Foster) Signed Toni Morrison book just sold!

**4th of July Book Sale:** FOL will have a booth this year. Volunteers Susan Deschenes and Stephane Tannariello. They will be recruiting help to man the booth on July 4th.

#### **Other Business / Updates**

**Picnic Tables:** (Cheryl Forster) Cheryl is filling out \$500 grant to submit to the Amherst Garden Club who would like to help with the Library garden. If accepted, then it will free up \$500 to put toward the new Bookcase in honor of Elaine Bennett.

**Bookcase in honor of Elaine Bennett:** (Cheryl Forster) At last meeting, Cheryl neglected to ask for a vote. From donated monies (Elaine Bennett) we have \$1500. Estimate that the entire project (new bookcase, associated work, redoing the plaque, changing the bulletin board, firebox, etc.) will cost approximate \$3000. Propose: Spend maximum of \$3000 for bookcase and associated project expenses to install bookcase in honor of Elaine Bennett to house Friends of the Library book sale books. Voted: none opposed, proposal passes.

**Tote Bags:** (Cheryl Forster) Visible for holiday sale. Ordered 50 and down to 15.

Meeting closed at 2:13PM

Next meeting: February 21, 2017

Recording Secretary

Allison Truslow

