

## FRIENDS OF THE LIBRARY MEETING MINUTES

November 17, 2015

**Attendees:** Stephanie Tannariello, Charlene Carper, Cheryl Forster, Andrea Maier, Shelley Quinn, Pam Macdonald, Jean Treadwell, Michele Burke, Jane Cosmo, Christine Farris, Sharon April, Zola Brown, Amy Lapointe, Jane Tessier & Joelle Neubeck from Milford Friends of the library.

**Chair's Report:** Cheryl Forster called meeting promptly to order at 1:05pm and thanked everyone for their attendance. She welcomed Jane Tessier and Joelle Neubeck from the Milford Friends of the Library to join us today. Cheryl asked for members help to brainstorm regarding membership turnover, use of funds and what services to support as a "Friend" of the Library. Historical services supported included museum passes, supplies for the children summer program. With membership turnover averaging close to 50% a year, Cheryl would like to better communicate with the public (via brochures & online, etc) more concise goals (expand/ increase/ etc services to support) that would endear more support for our organization, decrease turnover and help our mission which is to support high quality services that the Amherst library provides to the community. Since the funds are rather substantial at the moment and there is no current designated substantial projects to support that would utilize the savings, many members of the community are not sold on committing addition funds currently, when "none appears needed". On another note, Cheryl would like to investigate ways to expand book sales currently done at the library which would not only raise additions fund but would hopefully circulate more books and decrease the extraordinarily large number of books discarded every year at the end of the annual book sale. Amy Lapointe is always open to new and better ways to organize the library space but her primary goals will always be to focus prime library real estate on library resources and goals. She is interested in a better plan to utilize the space in the library vestibule. In closing, Cheryl asked for everyone to consider topics raised and meeting as a smaller group to discuss possible solutions. Andrea Maier offered to help review/ revise any library literature on the Friends to make sure our mission statement and goals are communicated clearly.

Since Kate Engel was unable to attend, Cheryl passed around a volunteer sheet to help decorate and take down decorations at the library for the holidays.

**Secretary Report:** October 2015 minutes approved

**Treasurer Report:** Opening balance: \$24,646.92, income \$554.27 (\$448.27 from online book sales and \$105 from membership), expenses \$135 for an ending balance of \$25,066.19.

**Correspondence:** Jean Treadwell has no update. Cheryl reported she was also unsuccessful locating a valid address to send a thank you letter to Kathryn Greany for her generous \$2,000 annual donations.

**Trustee/ Library Director Report:** Amy Lapointe reported the BOD and trustees met to approve a draft of the budget. The food drive collected from the fine forgiveness period was expected to be less probably due to less patrons taking advantage of program. Literature was made available to support the 1,000 books before Kindergarten program. Other updates include Teen artwork was hung above YA books, new lighter stacking chairs were purchased, ongoing staff training on e-platform and databases, and still need to determine best platform for newly digitized Franklin Book series. As stated earlier, Amy is in process of working on better flow and use of library space including improvements in the stacks and estimates for potential projects.

#### **Committee Reports:**

**Membership:** Pam Macdonald said newsletter with new fine forgiveness cards went to all members. Consider adding membership support note in email reminders for book sales, trivia night, and library events with a link to membership information.

**Professional Art Display:** The schedule for the September 2015- August 2016 year has a solid line-up. Considering publishing procedures on how artist are chosen so there is less misunderstanding and ambiguity around the process. A silent auction is currently set-up using Polaroids of Amherst houses donated by a local artist.

**Display Case:** Current schedule still has a few openings in the schedule.

**Publicity:** Andrea Maier would like to better articulate Friend's mission in the 35<sup>th</sup> anniversary newsletter. Other ideas include facebook post regarding Amazon smile donations for holiday gift season and create a Twitter account. Liz Larson mentioned maybe putting Friend's bookmarks in the hold shelf.

**Newsletter:** Joelle Mancini could not attend meeting. Cheryl said the last newsletter looked great.

**On-Line Book Selling:** Cheryl helped to clean out a Merrimack house and has had at least \$750 of sales from on-line sales related to the books that were donated. Top selling books included Shakespeare, Art of Surgical Technique and one on Cadillac.

**Hospitality:** A big thank you to those who donated food for the Boardman's concert.

**Trips:** April 2016 is the target month to plan the first trip. Booth Bay was also mentioned as a possible future trip

**Trivia Night:** Date is set for Saturday, March 19<sup>th</sup> at Hampshire Hills. As the sign-up sheet was sent around, members were reminded that you can't participate in Trivia night if you volunteer. Amy Lapointe offered to help promote program. More information to come as date approaches.

**Student Art Show:** Christine Farris would like to retire from her position after the May 2016 show and said it would be ideal if her replacement could shadow her for the May 2016 show.

Meeting closed at 2:00

Next two meetings scheduled:

Tuesday January 19<sup>th</sup> at 7:00pm & Tuesday February 16<sup>th</sup> at 1 PM

Recording Secretary

Shelley Quinn