

## FRIENDS OF THE LIBRARY MEETING MINUTES

May 17, 2016

**Attendees:** Cheryl Forster , Shelley Quinn, Pam Macdonald, Jane Cosmo, Christine Farris , Amy Lapointe, Michele Burke, Liz Larson, Jean Treadwell, Zola Brown, Joelle Mancini

**Chair's Report:** (Cheryl Forster) Chair called meeting to order at 1:02 pm and thanked everyone for their attendance. Chair reported she has heard lots of positive feedback on the Student Art Show that was organized by the Friends and is currently on display at the library. The Art Show has been well attended by all including past alumni students of the show. It was apparent that historically the community was not entirely aware that the Art Show was organized and sponsored entirely by the Friends of the Library; thankfully awareness of all of The Friends' sponsored activities is growing. Liz Larson has generously offered to host the end of year Friends Pot luck Lunch at her home in June.

**Secretary Report:** (Shelley Quinn) April 2016 minutes approved.

**Treasurer Report/ Review of 2016-2017 Budget:** (Michele Burke) Opening balance: \$32,024.25 income \$703.02 (\$368 online book sales (Mar/Apr,) \$176 book cart, \$110 Student Art Show), expenses \$6,055.64 (\$4,735 gift to library- Café, \$884 bus trip coach, \$350 museum passes) for an ending balance of \$26,671.63. Treasurer prepared a proposed Budget for the July 1, 2016- June 30, 2017 fiscal year based upon discussions at the Budgetary Committee meeting. Proposed revenue budget for next fiscal year of \$20,462 is \$4K less than projected current year actuals due primarily to a fantastic year of online book sales (\$1.5K higher in current year) and generous donations (\$2.4K) in current year. Proposed expense budget of \$16,833 is \$13K less than projected current year actuals by \$13K primarily due to \$15K lower donation to library (\$5K budgeted for donation next year) and window washing was removed (\$700) offset by incremental expenses primarily for Museum passes (\$650 add for Aquarium), Newsletter (\$400), Gifts (\$400), and Library Concert (\$400). The Library Director asked that the \$700 for window washing be added back into the budget since the service is not always available or provided to the library by the town. Liz Larson motioned for the budget to be approved and Christine Farris seconded the motion- budget for 2016-2017 as presented (plus \$700 for window washing) has been approved.

**Correspondence:** (Jean Treadwell) A thank you note is in process of being sent to Nancy Baker and Paula Schmida for their assistance with the recent Currier trip. A thank you note was written for the lifetime Friends membership.

**Trustee/ Library Director Report:** (Amy Lapointe) Library Director reported that regular programming is winding down in preparation for summer activities. The summer reading program runs from June 20- August 12; the theme revolves around fitness/ sports. Amy will work with Zola and Liz to come up with some ways to put the summer reading program theme in the display case for June. The focus of activities for all ages will be towards no registration/ low commitment programs. Adult programs will be on either Wednesday or Thursday evenings and a parent's reading cart will be placed downstairs for parents to access during children activities. The Library received NEA funding for the Big Read event at

La Belle Winery. The book selected for the Big Read is the Grapes of Wrath; which will also be the focus of many adult programs in the fall at the Amherst Library. The cost of the event to the public is expected around \$10. The Library is expecting a new roof in June and a new back fence has been installed. The Library has interviewed pages and selected 4 out of the 14 applicants the library would like to recommend to hire. The library will be closed Memorial Day weekend and summer hours start June 18<sup>th</sup>. The Director is happy to report that the Friend's donation to fund several pieces of furniture that will enhance the Adult Reading Room will be installed in late June. The Director also agreed to help the Friends look into expanding the "resale book cart" into a larger/ taller piece of furniture that would provide more retail space to sell books, of which all proceeds benefit the Library. The exact size is under review depending what is deemed most appropriate for function and space. It was clarified that a soon to be Mount Vernon high school student can request an Amherst Library card when proof of enrollment in Souhegan High School is presented.

### **Committee Reports:**

**Membership:** (Pam Macdonald) Holding steady from last month. Membership has started to work on the annual Friends membership renewal packages. Membership hopes that the packets can be sent earlier this year so as not to compete with the heavy activity associated with the beginning of the school year in the fall. Liz Larson suggested printing up promotional Friends of the Library bookmarks and dropping at local business that will allow and also incorporating into the book sale event.

**Professional Art Display:** (Sharon April) No update. However the board did reiterate the need to better solidify/ clarify the rules/ requirements for the Professional Artist selection. Once this is done, hopefully a communication to the public will make the process better for all involved.

**Display Case:** (Zola Brown) June will be sports/ fitness memorabilia to correspond with the summer reading program theme. July will be the Historical Society and the Girls Scouts will hopefully be planned for August.

**Publicity:** (Andrea Maier) No update

**Newsletter:** (Joelle Mancini) After a discussion on dates, it was agreed that with the timing of the trip to Rough Point and the Student Art show the best time for the next issue would be last half of May before Memorial Day weekend. Items suggested to include in the newsletter were: success of Trivia Night, Friend's donation of \$15.5K for enhancement of the Adult reading section, Rough Point trip, Summer Reading Program, Professional Artist, Student Art show information, publish BOD Friends of the Library open positions, maybe add a few teaser trivia questions to each issue on a regular basis, date of next year's Trivia Night (potentially March 18<sup>th</sup> or 25<sup>th</sup>), September 17<sup>th</sup> for fall book sales and solicitations for volunteers to help with fall book sale.

**On-Line Book Selling:** (Cheryl Forster) Money generated from on-line book sales averages \$300-\$400 every two months.

**Hospitality:** (Paula Schmida) No update.

**Trips:** (Jane Cosmo/ Jan Madigan) Jane was happy to report that 15 seats were sold on the 27 seat coach reserved for the Rough Point Trip on June 14th. She is very excited that the trip will be wonderful rain or shine but beautiful weather would allow guest to explore the wonderful manicured gardens.

**July 4<sup>th</sup> Book sale:** (Stephanie Tannariello) The July book sale event has been canceled since no one is available to man the booth.

**September Book Sale:** (Gretchen Pyles) No update

**Trivia Night:** (Stephanie Tannariello/ Liz Larson) No update

**Student Art Show:** (Christine Farris). The Student Art Show was fantastic. It was estimated that over 850 people attended the show, more than in prior years. It is expected that most of the increase in attendance was due to the date changed off of Mother's Day this year. (FYI- the perfect number for snack cookies is 700). All the news publications for the show results have already been sent to the local newspapers. The only issue was that lots of artwork fell off the walls, so next year special attention should be paid to selecting the best type of adhesive to use. The artwork also took longer to hang this year since volunteer help was less than in prior years. The event also received a request from a photographer to purchase a few pieces of student art. The details are in discussion, but the Friends recommend that all student proceeds should be put in a child's college fund account. The artwork will be sent for framing during the last week off May and then be sent to the business that sponsored the work for display over the summer. The SAU will sponsor an awards reception on June 30<sup>th</sup> and in August the children can pick up their artwork. The Library Director and many others commented how wonderful it was to see all the artwork around the Library. The Student Art Show is a great Signature Friends Event.

**Nominating Committee:** (Liz Larson) The Nominating Committee will meet over the next two weeks.

Meeting closed at 2:02

Last meeting of the year scheduled:  
June 21, 2016<sup>h</sup> at 1PM (Election of new Board)

Recording Secretary

Shelley Quinn