

**Friends of Onondaga Free Library**  
**Minutes of the Meeting of the Board of Directors**  
**September 7, 2022**

**PRESENT:**

Directors: Sheila Graudons, Barbara Leigh, Pamela McLaughlin, Susan Parry, Mary Beth Roach, Laura Sullivan, Mary Taylor, John Thornton and Donna Zeolla (via phone) Absent: George Bain  
Staff: Susan Morgan  
Members: Anne Andrianos, and Kathy DeSanctis  
Visitor: Kayleigh Woodham

The meeting began at 7:03 PM. The minutes from August were read online. There was a correction: Pam M. went to the Board... A motion was made by John T to accept the corrected minutes, seconded by Mary Beth R. and approved. We welcomed Kayleigh W. at the end of the meeting

**TREASURER'S REPORT:** Pam M. and George B. via e-mail

*Since I'm out of town for a week, here's a head start on the September Friends meeting, the August financial reports.*

*Our current balance is \$5,407.93. This compares to \$7,395.10 as of Sept. 3 a year ago, after we paid our insurance premium that year. Gifts to the library this year are \$13,402.84, compared to \$7,240.79 a year ago*

*This year's insurance premium was \$435, an 18% increase over last year's \$369. Two years ago, insurance cost \$337. This is the cost of doing business. I'm sure you've seen big jumps in your own insurance policies as well. A year ago, we sought other quotes and found none. Apparently, the type of coverage we need is a niche service, not provided by many companies.*

*The net profit for the used book sale changed this month, with the receipt of money for books sold online in July and the costs for the book sale preview party.*

*George*

Pam M. asked that George B. please list balances on the columns so it doesn't look like we are in the negative. Barb L. would like to know how much we spend on operating expenses.

**MEMBERSHIP COMMITTEE:** Kathy D.

The 2023 membership campaign letters are being prepped for mailing next Wed. Sept. 14. We are mailing letters to 168 2022 Friends and 150 patrons who may have donated in the past, but not this past year or two. Letters are being mailed to our current Board of Trustees.

Kathy

The bulk mailing will go out around September 15. If you became a member prior to September that membership covers the current year. The mailing list was culled to include only those who have donated in the past three years.

**DIRECTOR'S REPORT:** Susan M.

- Thanks for a very successful summer reading program. We had very healthy numbers as we can see from the report Susan M. sent which will also be presented to the Board of Trustees. The majority of the participants were from our service area (Onondaga Central, West Genesee and Westhill). In house programming had excellent participation. Everyone is glad to be together again.
- We have hired a Youth Services Librarian, Jill Hand. Jill is from the Auburn area and will begin September 29.
- The Board of Trustees will be hiring a consultant to help with long range planning.
- Susan M. asked our thoughts on the holiday brunch in December traditionally held at Finally Ours. This will celebrate all the good work the staff, Trustees and Friends have done over the last few years. This is usually

held on the first Sunday in December and the Trustees and Friends split the cost. There are currently 21 staff members.

**FALL BOOK SALE:** Susan P.

Salt City Signs gave us the best price of \$234.00 for 18 signs. A motion was made to purchase the signs from Salt City Signs for not more than \$250.00 by Barb L., seconded by Mary Beth R. and approved. We discussed ways of finding more volunteers to move books.

**BY-LAWS REVIEW:** Pam M. and Donna Z.

We have the Articles of Association which we needed to set up the group. This was required by the State of New York. We do not need to send updates to the State. By-laws are internal documents that address how we operate as an organization. This will be a new document with a new purpose and will take a while to perfect. What was sent to us is a work in progress to get a sense of where we are going with this new document. Please send us your input and anything that you think we have missed. We would like to have this finished by the end of the year.

Please look at Section 3 - Purpose of the Organization. We need a mission statement that is very clear and concise. Thanks to Barb L. who has volunteered to step in as vice president until our election in April, 2023.

There was discussion of a fall concert or a Christmas concert. We will revisit this in October. Do to time constraints Memory Care Kits and Table Covering will also be discussed at our next meeting.

**HALLOWEEN AT OCC:** Mary Beth R.

We were very well received last year and it was good publicity for the Library and Friends. A motion to spent no more than \$100.00 for the OCC Halloween drive by was made by Barb L., seconded by Mary T. and approved.

**GROWING FRIENDS:**

We will put balloons and labels on items that Friends have donated and sponsored during Friends Week in October.

We took a few minutes to welcome Kayleigh W. She has been in the area for about a year. Kayleigh found us on the website. Thanks for joining us, Kayleigh.

The meeting was adjourned at 8:16. Our next meeting will be Wednesday, October 5 at 7:00PM.

Respectfully submitted,  
Susan Parry, Secretary