

Friends of Onondaga Free Library  
Minutes of the Meeting of the Board of Directors

Date: September 11, 2024

Present:

Directors: Lore DePalo, Sheila Groudons, Barbara Leigh, Pamela McLaughlin, Susan Parry  
And Donna Zeolla

Staff: Susan Morgan

Members: Kathy DeSanctis and Mary Beth Roach (via phone)

Absent: George Bain, Cara Kirkby and Mary Taylor

The meeting was opened at 1:30PM. The minutes from August were read online. A motion to approve the minutes was made by Lore D., seconded by Barb L. and approved.

DIRECTOR'S REPORT: Susan M.

The summer was very good – lots of engagement with the patrons. Thank you to Friends who help Victoria Deal with youth programming.

The senior art show will be in December. Susan asked if Friends would be willing to host a reception early in the month. A motion to host the reception and spend not more than \$100.00 for refreshments was made by Pam L., seconded by Sue P. and approved. Susan M. will reach out to Tom Hussey to secure a date.

Susan M. will poll the staff to see if they are interested in a holiday brunch at Finally Ours. We usually co-host this with the Board of Trustees. She will get back to us if the staff wants to continue this tradition.

TREASURER'S REPORT: George B. (via e-mail) and Sheila G.

Our current checking account balance is \$7309.75. There were no questions about the report. A motion to accept the Treasurer's Report was made by Barb L., seconded by Sue P. and approved.

COMMERCIAL INSURANCE POLICY: Sheila G.

A copy of our insurance policy is in the file drawer in Chantal Rothermel's office. The bill has been paid.

BOOK SALE: Sue P.

We are in need of a few strong arms to return the tables to St. Michael's on Monday, October 7. I have heard back from the Syracuse University volunteers but I will not have numbers until the week before the sale. Mary Beth R. will check with Valley Men's Club. I will not be available on Thursday, October 3 so we need strong volunteers to work the sale.

FESTIVAL OF TREES: Lore D.

Per Mary T. the trees are here. Lore D. has helped Mary T. with updating her contacts and getting an e-mail ready to send to pervious decorators.

A movie or some family activity would be nice to host to promote the Festival of Trees.

MEMBERSHIP DRIVE: Kathy D.

We are meeting here tomorrow to stuff the envelopes. All the labels are made. We will mail the requests on Friday. We will have a second appeal in early November.

BYLAWS: Barb L.

While trying to highlight the changes in the Articles of Association (Rev 2021) that we discussed, it became clear to me that the confusion really is because of nomenclature. Articles of Association refer to the documents filed with government entities that qualified us a 501(c)(3) (which we have). The FOFL Articles of Association are truly Bylaws and were incorporated, changed and replaced with our current Bylaws.

Since each of the sticking points in the 2021 document were reviewed and discussed multiple times at meetings over an entire year I am proposing the following motion for e-mail vote:

Motion is to acknowledge that the FOFL Articles of Association (Rev 2021) are replaced with FOFL Bylaws January 20, 2023 approved by the Board on February 1, 2023

This motion was made by Barb L. via e-mail on July 29, 2024, seconded by Lore D. and approved via e-mail.

Ambassadors have been replaced by non-voting directors. A non-voting director will be approved by the board and have access to data that is needed for a specific task.

INFORMATION TECHNOLOGY: Lore D.

The inventory is 90% done.

Scott Lipkowitz and Lore D. met to set up folders in Google Drive. Scott L. has also volunteered to teach us how to use Google Drive.

George B. will put the bank statements and Treasure's reports in a binder in the drawer in the mechanical room. He suggests that someone else learn how to use Quicken.

Lore D. would like to see documentation in a folder for each job that we do so that those who follow us have a description of what we do.

NATIONAL FRIENDS WEEK: Mary Beth R.

Mary Beth R. would like to purchase balloons to highlight Friends' contributions to the library for National Friends Week October 20-26. A motion to spend not more than \$25.00 on balloons was made by Donna Z., seconded by Barb L. and approved.

LIBRARY ENTRANCE: Mary Beth R.

The stones by the front door are getting sparse and looking a little shabby. Mary Beth R. checked with Milton Supply and we can get a yard of stone delivered for \$100.00 or two yards for \$150.00. Susan M. will check with the lawn company before we take on that task.

It was decided that the flowers in the planters look fine so we do not need to replace them with mums.

We can get 75 flags measuring 4 inches by 6 inches for less than \$50.00. Kathy D. said that she needed to replace some of the outdoor flags also. A motion was made to spend not more than \$75.00 for flags for Veteran's Day by Donna Z., seconded by Barb L. and approved.

JOHN THORNTON:

Kathy D. is collecting money to honor John. This money will go as a donation from Friends and library staff to one of the charities mentioned in the obituary. We cannot use funds donated to Friends for anything but to support the library so this donation will be collected from those members of Friends and library staff who wish to remember John. In the future we may purchase kits or books to support speech development and/or special needs of young children. These items can come from Friends funds because they will be gifts to the library.

Scott L. stopped in to thank us for the new printers. They are being used a lot! He will get the new tower for the self check out up and running soon.

The meeting was adjourned at 2:40. We will not have a meeting in October due to the book sale. Our next meetings will be Wednesday, November 6 and Wednesday, December 4 at 1:30.

Respectfully submitted,

Susan Parry, Secretary