

Friends of Onondaga Free Library
Minutes of the Meeting of the Board of Directors
December 5, 2018

PRESENT:

Directors: Anne Andrianos, Mary Minafri-Girolamo, Susan Parry, Mary Beth Roach, CJ Sturtevant, John Thornton and Donna Zeolla Absent: George Bain and Jeanette Nels

OFL Staff: Susan Morgan

Members: Deb Carey, Kathy DeSanctis, Barbara Leigh and Mary Taylor

The meeting was called to order at 6:32 by Anne A. She passed out the Conflict of Interest forms for the Board members to sign. A reminder was made as to the Holiday Brunch on Sunday - please feel free to sit with staff members and members of the Board of Trustees so they become acquainted with us. The minutes were read online and Mary G. made a motion to accept the minutes with Donna Z. seconding the motion. Approved.

TREASURER'S REPORT: Anne A.

The membership drive is off to a good start. The Festival of Trees has generated about \$300.00 in the first week. Our current balance is over \$9000.00. Mary G. motioned to accept the report, second by Susan P. and approved.

DIRECTOR'S REPORT: Susan M.

We need to have our event calendar in to Chantal R. by January 14 for events in March, April and May 2019.

Maggie G. has ordered the first 10 Playaway Launchpads. We still owe \$2659.00 for the remaining Launchpads. The charging stations should be here by the end of next week.

Legacy Wish List:

\$1500.00 for Fast Flicks

\$2000.00 for Lucky Day and Book Club books

\$2000.00 for e-book collection

\$200.00 for Summer Reading Program

The total of the Legacy Wish List (\$5700.00) and the remaining Launchpads (\$2659.00) is \$8359.00. The Launchpad bill can be broken down into quarterly payments. There was discussion concerning the amount of the requests since we only have a little over \$9000.00 in our account. A motion was made to fund the Legacy Wish List for \$5700.00 by Mary G., seconded by Susan P. and approved. Mary G. made a motion to amend distribution of the funds for the Launchpads, made at the November meeting, from payment in one lump sum to quarterly payments of \$665.00 each. This motion was seconded by CJ S. and approved. These gifts will be acknowledged at the brunch on Sunday.

Susan M. mentioned that the Empire Passes are due for renewal soon for \$800.00. We will see where we stand next month financially and decide if we can fund them at that time. The Library of Things has been earmarked in the Library's budget for 2019 so Friends will not be financing it in 2019.

OLD BUSINESS:

- **Membership Campaign:** Kathy D.
Thanks to all who helped get out 300 appeals (170 renewals and 130 new requests). Kathy's husband, Mark, is our new Database Manager. 70% of those returning membership forms prefer to be contacted by e-mail. At this time it is too hard to send Thank You's via e-mail. Since Kathy and Mark will be in Florida, Deb C. has offered to pick up the new membership forms and send them to Mark to be entered in the database. There was discussion about recognizing our donors on social media. At this time we will not because we have not asked permission. We will work on that for the next membership campaign.
- **Memo of Understanding:** Mary T.
She will meet with Susan M. to finalize the document.
- **Festival of Trees:** Mary G.
The trees are beautiful and are generating much interest. The drawing will be held on December 15, after the Merry Mischief concert. There is a video on Facebook of the trees.
- **Winter Events:** Rosamond Gifford Lecture Series raffle will begin January 1 for book and tickets to Louise Penny on March 4. Anne A. will get in touch with the quilter about the Black History Month quilt raffle. Please contact

Alyssa to help with the Sweets Bake Off on February 10. We need bakers as well as judges, set up and tear down.

NEW BUSINESS:

- Holiday staff gift: Anne A.
A motion was made by Deb C. to purchase 2-2.5 pound trays of holiday candy from Sweet on Chocolate, seconded by Donna Z. and approved. The cost is \$140.00.
- Spring events: Shamrock sale will be chaired by Mary Beth R. She will find out when the Irish dancers are here and order the plants from Price Chopper. Maybe we can have a small gift for those who purchase membership that day. Barbara L. will help with the event. Geology Day will be chaired by Anne A. We will have a different speaker than in the past. Book Sale dates have been set with book drop off from April 22 - May 1, sale May 2 - 5 and clean up May 6 and 7.
- Logo Contest: Kathy D. and Deb C.
A draft was presented by Kathy D. and Deb C. Many suggestions were made to solidify the contest. We need to have a theme to help the artists know what we are thinking. We need to be clear as to what we want our logo to portray. Mary T. has an art teacher friend who could help us with directions to the artists so that we are on the same page. We have to determine the criterion for design and prizes. More to follow in January. We will determine which book bag to use after the contest. We should also consider bags for kids so they can be proud to borrow books.
- Jazz Event: Mary Beth R.
We are still awaiting Board of Trustee approval. We need to be ready with a date (Friday evening, Sunday afternoon, season will help determine day of the week) and a musician. Barbara L. will discuss this with her husband, Ronnie, a jazz musician. We would need to sell tickets in advance.
- Giving ideas and programming: Anne A.
Anne A. touched briefly on other ideas for using our monies. We can continue as we have been doing and funding the Library's wishes. We could also give the Library a specific amount to be used as the Library sees fit. We could direct our efforts outward toward the greater community rather than inward, to Library patrons. Food for thought!
- Secession Plan: Anne A.
At this time we have no vice-president. We need to have all the Officer positions filled and come up with a secession plan if an Officer needs to step down. We need to have co-chair to many of our committees. Elections are in April with three positions on the Board up for election. Anne A. expressed a desire to remain on the Board but to step down, after more than four years as President. Please think about stepping up!

The meeting was adjourned at 8:25. Our next meeting will be at 6:30PM on January 2, 2019.

Respectfully submitted,

Susan Parry, Secretary