

Friends of Onondaga Free Library
Minutes of the Board of Directors Meeting
October 2, 2019

PRESENT:

Directors: Anne Andrianos, George Bain, Deb Carey, Susan Parry, Mary Beth Roach, John Thornton and Donna Zeolla

Absent: CJ Sturdevant

Members: Mary Buckout, Kathy DeSanctis, Barbara Leigh, Pam McLaughlin and Mary Taylor

Library Staff: Maggie Gall-Maynard, Susan Morgan and Alyssa Newton

After a retirement party (thank you, Kathy D., for hosting it) for Anne A, the meeting was called to order at 6:30 PM by Anne A. The Pledge of Allegiance was recited. The library staff was thanked for the coupon to the food truck event. The minutes from September were read on-line and Deb C. moved to accept them, seconded by Donna Z. and approved.

TREASURER'S REPORT: George B.

We have a balance of \$14,975,78. We need to spend this money. We are raising money more quickly than we are spending it. We could consider raising less money since we are not spending it. The budget year for both the Library and Friends runs January 1 to December 31. We cannot give money to the Library for use in 2020 until January 1, 2020. George B. sent out the financial guidelines via e-mail. Mary Beth R. moved to accept the Treasurer's Report, seconded by John T. and approved.

DIRECTOR'S REPORT: Susan M.

- Board of Trustees items: The library finances are well within the 2019. budget. The Board is working toward the 2020 budget. They are looking for people interested in becoming a Trustee beginning March, 2020. The Community Room is in need of upgraded technology. Some libraries have eliminated fines for children and teens. OFL is looking into this.
- The Polaris crisis is improving but the computer system is not back to 100% yet.
- We are still waiting for the door to be repaired, hopefully before the snow flies.
- The drainage project for the back of the lot is slated to begin next week. The work will be done on the exterior of the lot so parking will not be affected during the project.
- The Library hopes that Friends will continue to fund the Legacy Gifts (Fast Flicks, Lucky Day Books, electronic books and Empire Passes) in 2020. This is over \$6000.00. \$1300.00 is still owed on the Playaways.

TEEN SPACE: Alyssa N.

The teen space has outgrown its current area in the library. It will move to the area now occupied by the large print collection. The Board of Trustees has approved up to \$25,000.00 for the new teen space which will include new furniture and circulation items. The Board has applied for a New York State Construction Grant to help with the cost. The work will start in January with a soft opening the week of winter break and the Grand Opening at the March meeting of the Board of Trustees. The Library submitted a proposal to Friends asking for \$4500.00 to support new electronics. This includes a Smart TV, laptops, chrome books and a gaming station (games will be E for everyone). Donna Z. moved to support the proposal for the teen space for \$4500.00, second by Mary Beth B. and approved. The check will be made out on January 2, 2020.

OLD BUSINESS:

- Book Sale: Susan P. Donations were down about 20% as was the money made from the sale. We are having the next sale on the first weekend in May. We may need to consider going back to the once a year format if donations are down again.
- Book Bags: Deb C. Over 25 bags have been sold already. A bag will be displayed at the Friends corner. The staff will sell bags at \$8.00 for a member and \$10.00 to the general public.
- Membership Campaign: Kathy D. As of September 30, 48 people have joined bringing in \$2600.00, with the average donation being \$54.60. A reminder letter and a second appeal will go out in January. Please send ten names to Kathy D. so that we will have enough for bulk mail in January. Does the Honor Roll encourage people to give?

- Google Docs: Anne A. Please get any documents to Anne A. as soon as possible. She is getting all documents associated with Friends on-line for easy reference.
- Vote to amend the Articles of Association. Anne A. Susan P. moved to have the Memorandum of Understanding incorporated into the Articles of Association and that all e-mail voting must be unanimous with ALL Directions voting, seconded by John T. and approved.

ELECTIONS: Anne A.

Standing for Election as Director until April, 2020

Barbara Leigh

John T. nominated Pam McLaughlin. Pam M. accepted the nomination.

Mary Buckout volunteered to be a Director.

Standing for Election as President until April, 2020

Mary Beth Roach

Deb C. moved to accept the slate, seconded by John T. and approved. Welcome to our new Directors!

John T. moved that Friends approve an expenditure in the amount not to exceed \$980.00 for holiday expenses as follows: Festival of Trees-not to exceed \$100.00 for trees and bags, Holiday Concert-Merry Mischief, not to exceed \$300.00 for the concert and \$100.00 for refreshments, Holiday Brunch-\$300.00, Holiday candy-not to exceed \$100.00 and Senior Art Reception-not to exceed \$80.00, seconded by Deb C. and approved.

Barbara L. moved that Friends approve an expenditure not to exceed \$25.00 for the following: a book in the memory of Nikki Patell -not to exceed \$25.00, balloons for Friends Week- not to exceed \$20.00 and \$200 for postage for Welcome letters, seconded by Donna Z. and approved.

NEW BUSINESS:

- Mission Statement: Mary Beth R. Our purpose is to stimulate public interest in the library, purchase library materials, and support other cultural and educational programs in the Onondaga Free Library's service area. Deb C. suggested replacing the word "purchasing" with "provide funds for" The Mission statement will read:Our purpose is to stimulate public interest in the library, provide funds for library materials, and support other cultural and educational programs in the Onondaga Free Library's service area. Mary B. moved to accept the Mission Statement as corrected, seconded by Barbara L. and approved.
- Festival of Trees: Mary T. We are in the process of contacting those who decorated trees last year. We have two more people interested in making a tree. Tree pickup is November 1 with the drawing at the Merry Mischief concert on December, 14.
- Wish List: Donna Z. Wishes are still coming in. The list will be ready at the next meeting.
- Senior Art Show Reception: Donna Z. This will feature artists from the beginner class. The reception will be December 5 from 4-6PM.
- Friends Week (October 16-20): Mary Beth R. We will have balloons attached to gifts from Friends. Kathy D. has filled all slots for Friends to visit children's programming for the week.
- Gifford Lecture Series: Deb C. We will raffle tickets and a book for the lecture by Paula McClain rather than Tayari Jones.
- New Calendar: Mary Beth R. Events for December - February must be on Chantal's desk by October 15.
- Mary Beth R. would like to plan a calendar and a budget for 2020. We could have a planning meeting prior to our November and/or December meeting. Barbara L. pointed out that if we want to have a large event (eg.Jazz and Wine) we need to beginning planning immediately. We may want to consider having paying an intern to help us get up to speed on social media.

Our next meeting will be November 6 at 7:00PM.

Respectfully submitted,

Susan Parry, Secretary