



## Friends of Marcellus Free Library Meeting – 1:00 pm

Friends of the Library Community Room – June 28, 2023

President Jackie Smith called the meeting to order at 1:00 pm

### **Attendance:**

Jackie Smith, President; Jim Shake, Treasurer; Paulette Quinn, Corresponding Secretary; Michele Merwarth, Recording Secretary; Audrey Kearney, Director; Karen Pollard, Director

Absent: Domenick Patti, Vice President Debbie Grousset, Deputy Treasurer

Total membership present – 14

President Jackie Smith welcomed everyone and asked people to sign in and report any volunteer hours.

### **Reports:**

**Secretary** – Michele gave the report for May 24, 2023. Motion to accept the minutes was made, seconded, and carried. It will be posted on the Friends page of the library's website.

**Treasurer** - Jim presented the report for May 2023, and through 6/27/23 including bank statement balances. The statement will be filed as read. He also prepared a year end report showing that the Friends donated \$11,522 (+\$200 for commemorative bricks) to the library this fiscal year. The addition of the Zettle card reader for the June book sale garnered over 10% of the total sales. His report also showed 2022-2023 Friends income from Memberships, the Book Nook, two Book Sales, and Old Home Days Basket Raffle.

**Membership** – Paulette reported we ended the fiscal year with 163 members, our highest number of members to date. Despite losing 17 members, including 3 from deaths and moving out of the area, we gained 30 new members this year. Her end of the year report will be filed with the minutes.

**Board of Trustees** – Jackie updated us on the last Board of Trustees meeting. They had a review of their investments from Tompkins Trust and worked on plans for the Amphitheater reveal and dedication of the Bob & Jane Amidon Memorial Garden.

**Book Nook/Sale** – Dottie reported that her volunteers had put in a total of 134 hours for the Olde Home Days Book Sale. She thanked Deb Fratter and Barb Crawford for keeping the Book Nook running while she was away for three months. She thanked Linda Garner for handling the setup, take down, and sign up of volunteers for the Book Sale. She was pleased to have four men help with the moving of books for the two sales. New book donations will begin again on July 10<sup>th</sup>. Her yearly report will be filed with the minutes.

**Sunshine** – Audrey sent a get-well card to Barbara Patti. Her year end report will be filed with the minutes. It was a busy year for sending out cards.

**Facebook** – Michele reported ending the fiscal year with 161 followers. Her year end report shows an increase of 27 followers since September 2022.

Advocacy – In his absence, Jackie read Domenick’s year-end report on Advocacy including attending a Board of Trustees meeting, online training, attending a school board meeting to represent the library for the school budget vote, signing up to be a NYLA advocate, informing membership at meetings of advocacy topics, and overseeing distribution of the library’s newsletter around town. His report will be filed with the minutes.

President’s Report – Jackie’s report showed that the Friends had over 600 volunteer hours for the library this fiscal year, board members attended 8 ½ hours of training sessions, and fund raisers this year were very successful. Her recommendations include membership retention, a succession plan for board members, adding an option of paying for memberships online, networking with other Friends groups, and increasing marketing to maintain membership. Her full report will be filed with the minutes.

### **Business:**

Friends Meet – Up – Jackie & Michele will attend the Thursday, July 13<sup>th</sup> NYLA FLS Friends Groups meeting in Cazenovia.

Annual Financial Review – Names of members that had volunteered to do a financial review for the Friends were given to Jackie to call and enlist their help.

Policy/Procedure Guidebook, Green Board Folders – It was decided to turn these in at our July Board Meeting, along with keys, flash drives, and computer.

Postage – Because of the upcoming increase in postal stamps, a discussion determined that we should purchase 500 stamps before the postal increase on July 7<sup>th</sup>. A motion was made, seconded, and carried. Deb Fratter will check stamp prices at Costco and Michele will purchase the stamps, either there or at the post office in July prior to the increase.

Donated books – Michele gave a report on the number of children’s books that the Friends have donated for the fiscal year: August Summer Reading Finale - 37 books, December Holiday Open House – 75 books, January Victims Assistance Center – 200 books, June Olde Home Days – 32 books, June Summer Reading Program Kickoff – 55 books for a total of 399 books.

Village banners – Although the deadline was June 15<sup>th</sup>, Jackie will look into updating the Friends of Marcellus Free Library banner in the village at a cost of \$135. A motion was made, seconded, and carried to do this if this is still possible.

NYLA/ALA Memberships – Jackie will look into when these memberships are due.

Slate of Officers – Michele (Nominating Committee) presented the slate of officers for 2022 - 2023: President – Jackie Smith, Vice President – Domenick Patti, Treasurer – Jim Shake, Deputy Treasurer – Debbie Grousset, Corresponding Secretary – Michele Merwarth, Recording Secretary – Diana Osborne-Tatu, Director – Audrey Kearney, Director – Karen Pollard. Committee Chairs: Advocacy – Domenick Patti, Basket Raffle – **open**, Book Nook – Dottie Levy, Book Sales- Deb Fratter, Barb Crawford & Linda Garner, FaceBook – Mary Ellen Popyk, Historian – Paulette Quinn, Sunshine – Audrey Kearney. A motion was made to accept the slate, seconded and passed.

The meeting adjourned at 2:20 pm, but Board members stayed to choose dates for the July and August planning meetings.

July’s meeting will be either Tuesday, July 11<sup>th</sup> or Thursday, July 13<sup>th</sup> at 11:00 am

August's meeting will be either Tuesday, August 8<sup>th</sup> or Thursday, August 10<sup>th</sup> at 11:00 am

Jackie will check the availability of the library's conference room and confirm with the board via email.

Submitted by Michele Merwarth, Recording Secretary