



Board of Directors Meeting
Thursday, April 16, 2015

Minutes

Members Present:

Carol Oldenburg, Martha Nork, Linda Bolam, Joe Oldenburg, Deborah Stanifer, JudyDeFrancesco, Claire Kreher, Chris Litka, Regina Mingela, Linda Schwelnus, Betty Kaiser, Julie Herrin, Anne Mannisto

Members Absent: Jim Morche, Sandy Walts

- I. Call to Order
Meeting called to order at 7:03 P.M. by President, Carol Oldenburg.
- II. Approval of Agenda
The agenda was APPROVED.
- III. Approval of Meeting Minutes of March 19, 2015
The minutes were APPROVED with no corrections.
- IV. Treasurer's Report – Deborah Stanifer
 - A. Proposed budget for 2015-16
 - Please note that the Used Book Sales Tax will no longer be listed as an expense. Sales tax is recorded at the time of the sale of all used books. We will now deduct the taxes from the Used Book revenues and send to the State.
 - We were unable to pay the cost of the Gift Shop lighting by the end of the fiscal year so the funds were brought forward into this year. We will add the item to the 2015-2016 Library Wish List.
 - The budget for 2015-16 was ACCEPTED as presented.
 - B. Financial report for March
 - Comments: Membership dues have been a wonderful source of revenue. In the future, extra funds included with membership dues will be considered as a donation.
 - Chris Litka asked that the cost of new signage for the Used Book Sales be included as part of Sale expenses.

- The Treasurer's Report was APPROVED.

V. Library Director's Report – Julie Herrin

- A. Julie gave a live presentation of the Friends' new Webpage. A bright new look with great pictures for various areas of interest is being utilized in the renewed appearance of the website.
- B. Karen Fehl and Sarah Milroy developed the banners flying in downtown Northville in celebration of National Library Week. Thank you to Carol Oldenburg for her nice Letter to the Editor regarding the library.
- C. Recent library programs have been very successful. "Creating a Green Home" had 60 attendees. The magician, Crazy Craig, played to a full house.
- D. Following the recent trend, library circulation is down, but downloads are increasing.
- E. Heating and cooling is being done throughout the building. Work will continue until late July or early August.

VI. President's Report – Carol Oldenburg

- A. Paul Snyder will be researching the area of volunteer insurance used throughout state libraries Friends groups in response to the question raised at the March board meeting regarding insurance for Friends volunteers. Umbrella policies might be a possibility, as the library's policy does not cover the Friends volunteers.
- B. Reminder: Please plan on attending the library fundraiser on Sunday, April 19th.

VII. Old Business

- A. Book and Author Luncheon – Deborah Stanifer
 - Thus far we have 2 ½ tables reserved for our library group.
 - The menu will be the same as last year.
- B. Janway Bag Order
 - Paul Snyder has discovered three boxes of previously ordered bags at the DPW and transferred them to the library storage room. These will now supplement our recent bag order, which is expected in a few weeks.

VIII. Committee Reports

- A. Membership – Regina Mingela
 - We have 163 new 2015-2016 memberships to date.
 - Linda Schwelnus noted that there are service charges of up to 4% to the Friends when membership is put on a charge card.
- B. Gift Store – Martha Nork and Linda Schwelnus
 - The income for March was \$1373.42. This was \$300.00 better than March of 2014. The new lights have helped our sales and help make the merchandise look attractive.
 - Member Shopping Days have been scheduled to coincide with the Spring Used Book Sale, April 30-May 3.
- C. Gift Books – Claire Kreher

- Since the February 19th report we have had one Memorial gift of \$20.00.
 - We have added 16 books to the Library collection.
- D. Read to Me – Judy DeFrancesco
 - No report.
- E. Programs – Carol Oldenburg reporting for Jim Morche
 - Picks and Sticks, a popular group we had hoped to schedule again this year, have disbanded their group. Jim reports he is seeking a replacement for their program.
- F. Publicity – Chris Litka
 - An email was sent out on the upcoming library fundraiser.
 - An email will be sent out regarding the Spring Used Book Sale.
- G. Used Book Operations – Joe Oldenburg
 - Reminder that dates for the Used Book Sale are: Preview Night for Members only, April 30th; General sales are May 1-3.
 - Thanks to the many volunteers for signing up to help with set-up and running the sale days.
 - Fiscal Year (2014-15) Used Book Sales Report
 - a. Look-At-A-Book has been timely with reports and their checks. It is very nice to work with them since switching to them in July.
 - b. Total income from 2014-2015 is \$22,286.62. This is down 13% from last year's sales.
 - Prices for Spring Used Book Sales:
 - a. Bag price raised to \$7.
 - b. Children's hard cover books are \$1.
 - c. Free bags with new membership to be continued.
 - Upcoming changes in operations:
 - a. Carol will be assuming Joe's role with ongoing used book sales.
 - b. Joe will continue to chair semi-annual used book sales.
 - c. We will be discontinuing the pick-up of donated books from now on due to insufficient male help to do this.

IX. New Business

A. Library Display Case

- In the future March will be the month for Friends to do the display case in the library.
- A file of pictures for our use is located under the library mailboxes.

Our next meeting will be May 21, 2015 at 7 P.M.

Respectfully submitted,
Linda Bolam

Secretary

