



Board of Directors Meeting  
Thursday, October 15, 2020

Members Present: Linda Bolam, Martha Nork, Rick Nork, Denise Stacer, Linda Bolam, Will Bastien, Linda Bastien, Claire Kreher, Regina Mingela, Chris Litka, Linda Schwelnus, Suzanne Braverman, Betty Kaiser, Kathy Fox, and Laura Mancini, Library Director

Absent: Susie Salsbury, Carol Murray, and Dianne Tilson

I. Call to Order

- A. A Zoom meeting was called to order by President, Martha Nork, at 7:00 P.M.
- B. Attendance was taken by Linda Bolam

II. Approval of Agenda

- A. The agenda was APPROVED as presented.

III. Review of Minutes

- A. The FNDL Board meeting minutes of September 17, 2020 were reviewed and APPROVED with correction to the Treasurer's Report, under B.2: "Jesse Lee Mason and Father".

IV. President's Report- Martha Nork

- A. Halloween Tote Bags - Distribution of bags holding materials for a craft project is going well according to Caryn, the Youth Director. About 250 bags have been given out thus far. A cute skeleton design is on the backside of the bag. The library is mailing or distributing bags to each of our business supporters. Regina contacted the Patron members offering a bag to them, but few have picked them up. The majority are donating the bags to the children.  
The bags were printed locally by a company in Plymouth called "Brand It". We have ordered 300 with a cost of \$804.00 including delivery. This company was very nice to work with and I recommend that we use them again.

V. Library Director's Report - Laura Mancini

- A. Linda and Will Bastien are to be congratulated for their work on the Used Book Sale on Saturday, October 10th and in securing and utilizing the volunteers to assist in the effort.
- B. Tote Bags have been well-received. We received a letter from a patron whose children were really happy with the bags and craft project.
- C. Library is still in the "Grab & Go" phase with a 30 minute limit on visits. All programming is still virtual. Several local libraries have had to reclose due to COVID as the incidence continues to rise.
- D. OSHA and the Michigan Health Department are issuing new orders regarding COVID to replace Gov. Whitmer's previous orders. Restrictions currently will not allow the Friends to do mailing in the library.

VI. Treasurer's Report - Rick Nork

A. Financial Report for September 2020.

1. Assets:

- a) The checking account balance as of September 30, 2020 was \$38,540.50.
- b) The ending balance on our two CD's was \$20,764.88.
- c) Total assets are \$59,305.38.

2. Income:

- a) Unrestricted Donations reflect CFCU Summer of Opportunity Grant of \$1,000.

3. Expenses:

- a) All Scholarship checks cleared over the summer.
- b) Funding requests from Summer Reading Program and Battle of the Books were about \$15,000.
- c) Ink for Claire included with "gift book/donor envelopes" category.
- d) \$1,000 for STEM kits.
- e) Total expenses YTD are \$21,371.48. Our deficit this year will be approximately \$2,500.

4. Treasurer's Report was APPROVED.

VII. Committee Reports

A. Scholarship - Denise Stacer

- 1. Volunteers recruited for the Used Book Sale on October 10th. They did a wonderful job. Remind volunteers to sign for any hours they work. They will get a confirming email.

B. Gift Books - Claire Kreher

1. Since September 17 we have received three gifts: 1 Honor, 2 Memorial, for a total of \$175.00.
2. We have added no books this month.

C. Newsletter - Chris Litka

1. The Newsletter is almost complete, with help from Sarah Milroy on layout. Betty Kaiser, Kathy Fox, Denise Stacer and Linda Bolam volunteered to help with mailing. Packets will be made up and delivered. Linda has labels made up. Rick will get stamps to Chris.

D. Used Book Sales - Will & Linda Bastien

1. The book sale was held on Saturday, October 10th. We boxed up 1500-2000 books and nine volunteers hauled the boxes upstairs and took the remaining books back downstairs after the sale. Seven BookCellar volunteers also showed up to help.
2. The sale made \$416.50. We also received a Vendor Sales check for \$354.04. Income this month was \$770.54.
3. Space has been made in the sorting room for when we can again take in used book donations.

E. Membership - Regina Mingela

1. We have 161 members, which includes 5 new members.

F. Gift Store - Linda Schwelnus

1. Martha organized a Sidewalk Sale on the library porch in September which netted \$151.98
2. Store income as of September was \$288.00.
3. Sales tax for the 3rd quarter has been paid.

G. Volunteers - Betty Kaiser

1. Betty has talked to a couple of new members who are interested in volunteering when it is again safe to do so.

IX. Old Business

A. Friends Sponsorship of Library Programs-

1. Wendy Mutch has booked Jesse Lee Mason for an online program Wednesday, January 13, from 7:00 - 8:30 PM. It is: "It Came From Space: Why We Think an Asteroid Killed the Dinosaurs."
2. Friends' budget will allow sponsorship of two additional programs which are being considered: a Birdwatching program by Greg Bodker for December 15th. We have agreed to pay \$150 toward the cost of the program. A December musical program is also

being considered. Wendy is working on this and will keep Martha informed.

X. Adjournment

A. The meeting was adjourned at 7:45 PM.

B. Our next meeting is Wednesday, November 18th at 7 PM.

Respectfully submitted,

Linda Bolam  
Secretary

