



Board of Directors Meeting  
Thursday, May 20, 2021

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

Members Absent: Dianne Tilson

I. Call to Order

President Martha Nork called the meeting to order via Zoom at 7:01 PM.

II. Approval of Agenda

The agenda was APPROVED as presented.

III. Review of Minutes

The FNDL Board meeting minutes of April 15, 2021 were reviewed and APPROVED.

IV. President's Report – Martha Nork

- A. Martha and Carol Murray attended the Friends of Michigan Libraries (FOML) Connect with Friends virtual meeting on Thursday, April 29. The main focus was on used book sales. Some libraries are accepting used book donations, others are not. Some interesting ideas that came out of the session include:
- a. Giving used children's book donations to kids in the school district's summer lunch program.
  - b. Offering a silent auction with themed gift baskets, posting pictures of the baskets on Facebook with patrons phoning in bids on the baskets.
- B. Martha spoke to Caryn Bartone, Head of Youth Services, regarding this year's Summer Reading Program. Most of this year's activities will be online again. Caryn suggested that we wait until Fall to donate tote bags to our youth patrons, as we did last year. Rick Nork, former Treasurer, added that we currently have \$1,000 in our budget for the tote bags.
- C. Martha thanked Kathy Fox, Carol Murray, and Betty Kaiser for the fantastic job they did on the display case inside the Library for May is Membership Month, highlighting all the Library activities supported by the Friends and encouraging patrons to join the Friends of the Library.

V. Library Director's Report – Laura Mancini

- A. There's been a whirlwind of activity due to the many recent changes in COVID-19 guidelines issued by the state. The Library is still in the Grab & Go phase, with mask-wearing required for patrons and employees. Laura anticipates that this requirement might be changing very soon as state restrictions have been eased significantly.
- B. The Friends-sponsored used book sale, held outside the Library on Saturday, May 15<sup>th</sup>, was a huge success. Many buyers supported the sale. A number of them asked about when the Library will be taking book donations again and the re-opening of the Book Cellar.
- C. Laura proposed that the Friends consider another outdoor used book sale this summer as a way to clear out the Book Cellar and used book sorting room areas.
- D. There is a great line-up of adult and youth events coming up this summer. All adult events will be virtual ones. Some teen and youth events will be held at the park outside the Library, weather-permitting. The Summer Reading Program for adults and children starts on Friday, June 11<sup>th</sup>.
- E. The Arts and Acts Festival, presented by the Northville Art House, will be held June 18-20. This year the festival will be located in the Library parking lot. For this reason, the Library will be closed on Saturday, June 19<sup>th</sup> and Sunday, June 20<sup>th</sup>. Due to social-distancing requirements, non-profits can't have booths at the festival, so the Library won't be represented this year.

VI. Secretary's Report – Suzanne Braverman

- A. Nothing to report.

VII. Treasurer's Report – Suzy Salsbury

- A. Income in April totaled \$365.66, with \$249.26 in Vendor Sales, \$115 in donations to the Gift Book Program, and \$1.40 in interest and dividends.
- B. Expenses in April totaled \$1,226.76, including \$500 for Friends-sponsored programs (Birdwatching & Harpist in Dec. and Jesse Mason in Jan.), \$103.76 for National Library Week cookie snacks for staff, and \$623 for Gift Book reimbursements to the Library. The Gift Books line item will be corrected to show that Gift Books have been paid up to and including check #1055 (not 1043).
- C. Due to transition in the Treasurer position, many deposits (including membership deposits) will be made next month and show up on the May statement.
- D. Martha inquired about the check request we submitted for Battle of the Books. Laura stated that check requests are handled on a quarterly basis, so this check will be coming at the end of June.
- E. The April, 2021 Financial Report was APPROVED with the above correction.

## VIII. Committee Reports

### A. Used Book Operations – Will Bastien, Linda Bastien

- a. The outdoor used book sale on May 15<sup>th</sup> netted \$715 in sales and small donations. If we include nine \$5 Book Cellar coupons that were redeemed, we made \$760 in three hours, an impressive outcome.
- b. Will acknowledged how useful the new laptop was for scanning used books to determine their value prior to the sale. Many thanks to Michael McEvoy and Rick Nork for helping with the new computer acquisition. Thanks also to Denise Stacer for the use of her pickup truck in collecting and hauling book donations, storing them in her garage and arranging for teen volunteers to help with the sale.
- c. Will is in favor of having another used book sale this summer, but feels that it's important that the many unscanned books in the sorting room are processed for sale. Laura would like the focus to be on the books already processed in the Book Cellar. It was decided that Martha, Will and Laura will meet at a future date to discuss this further.

### B. Newsletter and Public Relations– Chris Litka

- a. Nothing to report at present.
- b. Martha noted that unfortunately some emails from the Friends are going directly into spam accounts.

### C. Membership – Kathy Fox, Carol Murray

- a. Our Membership Drive is taking place this month. We currently have 106 memberships. We had a membership table at the outside used book sale where we received seven membership forms, one new and six renewals.
- b. There are currently many non-renewals. Martha will put a reminder on the Friends Facebook page next week and Chris will send out an email reminder. The cut-off date for renewals will be the end of June.

### D. Gift Store – Linda Schwelnus

- a. No income to report for April, but we had a table at the outdoor used book sale where we made \$294 (to appear on next month's statement).

### E. Volunteer Coordinator – Betty Kaiser

- a. No new volunteers. Betty will get the new volunteer list from the Membership Committee once the May Membership Drive is over.

### F. Scholarships – Denise Stacer

- a. Denise will provide information regarding the three scholarship recipients next month.
- b. Recipients will be invited to our June meeting. They will also be asked to meet at the Library sometime soon for a photo opportunity.

- G. Read to Me Program – Denise Stacer
  - a. Nothing to report at present.
  
- H. Gift Books – Claire Kreher
  - a. Since April 15, 2021, we have received five gifts – two Honor and three Memorials, for a total of \$430.
  - b. Eight books were added to the collection.
  
- IX. Old Business
  - A. The Tuskegee Airmen virtual Zoom event will take place on Monday, May 24. This program should be very popular and will be recorded by the Library. A link to the recording will be on the Library’s web page.
  
- X. New Business
  - A. None
  
- XI. Adjournment
  - A. The meeting was adjourned at 7:56 P.M.
  - B. The next meeting is June 17<sup>th</sup> at 7:00P.M.
  - C. There are no meetings scheduled for July and August.

Respectfully submitted,  
Suzanne Braverman  
Secretary