



## **BOARD OF DIRECTORS MEETING**

Thursday, October 20, 2022

1. Call to Order at 7:04pm by Denise Stacer
2. Attendance  
Present: Denise Stacer, Betty Kaiser, Claire Kreher, Chris Litka, Linda Bastien, Carol Murray, Kathy Fox  
Absent: Martha Nork, Rick Nork, Linda Schwelnus, Linda Bolam, Regina Mingela, Suzy Salisbury, Laura Mancini (Library Director), Maria Williams (Asst. Library Director)
3. Approval of Agenda – motion to approve agenda by Claire, support by Kathy. Motion passed.
4. Review and Approval of Meeting Minutes from September 15, 2022 – motion to accept minutes by Chris, support by Kathy. Motion passed.
5. President’s Report – Denise Stacer for Martha Nork
  - Thank you to Chris Litka, our newsletter editor for another great job on our fall edition.
  - Martha received another letter from a guest suggesting that we make changes to the Wednesday morning book sales policy. This will be forwarded to Linda Bastien and her volunteers. Martha wanted to let the Friends board know that we do get correspondence from the community.
  - In reference to Friends sponsored programs, we had an email vote to sponsor the program “Tis Merry Berry Season” on December 5th. This is an online program and the cost is \$175. It has been suggested that we also sponsor the program, “Tidysmart”, which is on January 25th . The cost is \$150. Could we tie this with the used books? Vicki will communicate with the speaker if we would be prepared to accept books. There is the potential for weather issues with this program.
  - The Friends contributed \$800 in 2015 towards the start-up of the Book Club Kits. Each bag contains 8 copies of the selected title and a study guide, and the collection has grown quite a bit. The Friends name and logo has been included on the bags since the beginning, but we have not made any other donations. The cost of a complete bag averages \$225, and book titles are selected by library staff members. Should we contribute to this project again and/or include this in our 2023 budget?
  - As a reminder, the Friends have the display case for the month of December.
6. Library Director’s Report – No report.
7. Treasurer’s Report – Denise Stacer for Linda Schwelnus
  - A. Review and Approval of Financial Report for September, 2022 – Some highlights: we have another program to pay for (Belle Isle) and the tote bags invoice will be next month, as well as Cider on Sunday expenses. Linda S listed the budgeted items with no expenses incurred yet on the back of report.

For Sept: Paid for newsletter printing, Library summer reading programs, and got a refund of \$687 from the Millage campaign.

Bank Balances are also included at end.

Motion to approve financial report by Chris, support by Carole. Motion passed.

B. Budget Requests for 2023 – All members were asked to start thinking about their area's budget numbers. When are these due to Linda S?

#### 8. Committee Reports:

A. Read to Me Program – Denise Stacer – We are waiting for library to print the labels for our bags and the ½ page Friends info sheet before the final 60 bags can be assembled.

B. Scholarships – Denise Stacer – No report.

C. Gift Books - Claire Kreher- Since 9/15 we received one gift memorial for \$125 and added five books.

D. Used Book Operations - Linda Bastien – The Used Book Cellar made \$1257.90 in September which includes \$174 from the pop-up sale. The third quarter vendor's check will be \$2301.69. The vendor's check has always been issued to Linda which is how she inherited the process – but she was just informed by CFCU that they will no longer accept checks made out to her. Linda informed Goodwill of this and they will now make out the check to the Friends of the Northville District Library. They have previously mailed the checks directly to Linda but they will now be mailing them to the library. Linda Bastien will continue to deposit them and she will contact the library to make sure when they receive a check that they will get it to her.

E. Newsletter & Public Relations – Chris Litka – Thanks to all that helped with the newsletter. We appreciate the great work of both Chris and Sarah.

F. Membership – Kathy Fox and Carol Murray - Patrons/Businesses – 35, Family 31, Individual – 65, Teens – 4, Lifetime – 13, For a total of 148 Members.

Maria sent out another email blast for the National Friends of Library Week, Oct. 16 - Oct. 22.

We received 2 more PayPal donations. (one for membership and one for a straight donation)

\*20 PayPal memberships to date and one PayPal donation

\*\* received \$100 checks from Northville Chamber of Commerce and Northville Christian School

G. Gift Store Financials – Linda Schwelnus – No report

H. Volunteer Coordinator – Betty Kaiser – No report

#### 9. Special Committee Reports:

A. Volunteer Fair Committee – No report.

Several of the Friends members present at this meeting also attended the event. They thought it went well with about 13 groups looking for volunteers and 125 people attending.

## B. Cider on Sunday

This event on the 16<sup>th</sup> was very well attended. The children's craft and scavenger hunt were popular! Approximately 50 scavenger hunt forms were completed. We served 17 dozen donuts and 9 gallons of cider, which is the same as our pre-covid quantities. An extra gallon of cider was given to the staff, and one gallon was donated to the police station. The raffle made \$250, which helps to offset our expenses. Thank you notes will be sent to our raffle donors.

## 10. Discussion Items

Tidysmart program – All 7 meeting attendees thought it would be a good idea to sponsor this program and ask the presenter to mention that they can donate their used books to the library.

Book club bags – Denise showed a current Book club bag. Everyone loved that there was the Friends logo on the bag. All 7 meeting attendees liked the idea of putting money in the 2023 budget to create some additional bags. We had a discussion about the number of kits the library currently has and how much they check out. We also wondered how many kits they plan to add in the year.

Cider on Sunday 2023 – We thought that the Friends should gather items for baskets all year long. For example if you see a cool item at a discounted price then you should get it and save it for the upcoming raffle baskets. We also talked about using some high-top tables to create additional seating next year.

Display Case in December – We are planning to have Used Books be the topic in the December display case. Linda B would love some help. She will ask book store volunteers (Andrea that has done artwork in the cellar). We also discussed including information about gift books since Claire mentioned that she currently has no gift books to process.

11. Adjourn – motion to adjourn by Claire, support by Betty. Motion passed and meeting adjourned at 8pm.

*Important Date:* Next Board Meeting – Wednesday, November 16, 7:00 pm, Friends Meeting Room