

Friends Board of Directors Meeting

Wednesday, March 20, 2024

1. **Call to Order** by President Martha Nork at 7:02 pm.
2. **Attendance**
Present: Linda Bastien, Linda Bolam, Kathy Fox, Betty Kaiser, Claire Kreher, Chris Litka, Martha Nork, Rick Nork, Linda Schwelnus, Denise Stacer, Maria Williams (NDL Asst. Director)
Absent: Charlene Cach, Cindy Frango, Regina Mingela
Guest: Kimberly Meisel
3. **Approval of Agenda** - Motion to approve the agenda was made by Denise Stacer and seconded by Chris Litka. Motion passed.
4. **Review and approval of Meeting Minutes** from December 20, 2023 - motion to approve by Denise Stacer and seconded by Linda Bastien. Motion passed.
Motion to approve minutes from February 15, 2024 by Denise Stacer and seconded by Rick Nork. Motion passed.
5. **Election of Board Members** - Nominating Committee
The election committee: Chris Litka, Regina Mingela, and Linda Bastien presented the slate of officers for March 2024- March 2025. The slate was unanimously approved as written.
6. **Secretary's Report** - Kathy read a thank you letter from Linda Schwelnus.
7. **President's Report** - Martha Nork
The 2023 Annual Report was distributed. Thanks to everyone for their contributions.
-Nametags are being made for us in the MakeIT space. Tyler is our contact.
-Membership dues for FOML (Friends of Michigan Libraries) were paid in February.
-The FOML Annual Meeting is Thursday, April 11 th at 10AM. This is a blended meeting with an in person session at the Library of MI in Lansing and a Zoom component.
There will be a speaker in the morning and "Table Talk" in the afternoon. The website for FOML is FOML.org and contains useful information including past presentations and legal guidelines for Friends.
-The Friends Board voted via email to sponsor an evening program in May . This is the Dore Productions presentation of "Henry & Friends" with 3 actors portraying Ford, Firestone, and Edison on Thursday, May 16 th for a cost of \$375. Discussion followed with a vote to change our meeting time on May 16 th to 5:30 PM so that board members can attend the program.

8. **Library Director's Report** - per Maria Williams

The Carlo Meeting Room renovation project is now underway and construction has begun. The room is expected to reopen by June 1st.

After 24 years of service, Library Board Trustee, Robert Sochacki, is retiring from the Library Board on March 31st. He will be greatly missed by all.

There will be a total eclipse on April 8th which will be visible in North America. The NDL will distribute solar eclipse glasses to the public on Monday, April 1st at 10:00 a.m. on a first come, first serve basis. Glasses will be limited to 2 per family.

The 18th annual Battle of the Books was held on Tuesday, March 12th. The team Bibliophiles from Hillside Middle School took first place for a second year in a row.

Special thanks goes to Martha Nork and Denise Stacer for working the team registration desk at this event. The Library also thanks the entire Friends Board for their continued generous financial support of this event.

9. **Treasurer's Report** - Linda Schwelnus

The Treasurer presented the Financial Reports for both Full Year 2023 and for Feb 2024. The 2023 report included income and expenses for Dec, a comparison to the 2023 Budget, as well as the details of the 2024 Budget. 2023 YTD income was \$38,196, 155% of budget. Donations and Used Book Sales exceeded their budgets by the largest percentages. Expenses for 2023 were \$29,914, at 117% of budget, for overall net income of \$8,281.

Bank balances, including two CD's, totaled \$68,655 at year-end 2023.

A motion to approve the Financial Report for Dec. 2023, was made by Rick Nork and seconded by Chris Litka. It was unanimously approved.

For Feb 2024, Income included Gift Books, Membership and Used Book sales, for a total of \$1,472. Expenses included Staff Appreciation snacks for the event held in January. Annual sales tax to the State of Michigan of \$919, for Used book sales, was filed and paid in January.

A motion to approve the Financial Report for Feb 2024, was made by Denise Stacer and seconded by Linda Bastien. It was unanimously approved.

10. **Committee Reports:**

A. **Newsletter & Public Relations** - Chris Litka

Chris is working on the newsletter and reminded everyone to send her their articles as soon as possible. She'll be sending out requests for "What the Friends Are Reading Now" which includes recommendations for favorite books.

B. **Membership** - Kathy Fox, Rick Nork

We added 2 members this past month.

Patrons/Businesses - **30** Family - **39** Individual - **77** Teens - **5**

Lifetime - **14** We have a total of **165 Members**.

C. **Scholarships** - Denise Stacer - the committee will meet on Friday; we will give out 3 scholarships.

D. **Volunteer Appreciation** - Denise Stacer - the selected people for March were Gail Norbeck and Denise Stacer

E. Gift Books - Claire Kreher

Since Dec. 20, 2023 we received 12 gifts for \$480. 6 Memorials and 5 In Honor Of and 1 Gift. We added 16 books. This includes 4 Friends of NDL Honors.

F. Used Book Operations - Linda Bastien

The Book Cellar total for January was \$2,891.43 and for February was \$1,471.89. We are having a Mother's Day Sale on Saturday, May 11th from 10:30 - 2 pm. The Kid's only Book Sale date has yet to be determined.

10. **Adjourn** 8:00 pm