

Friends of NDL Board of Directors Meeting

Thursday, Dec. 12, 2024

1. **Call to Order** by President Martha Nork at 5:32 pm.
2. **Attendance**
Present: Racha Alchommali, Linda Bastien, Charlene Cach, Kathy Fox, Cindy Frango, Claire Kreher, Chris Litka, Kimberly Meisel, Regina Mingela, Martha Nork, Linda Schwelhus, Laura Mancini (NDL Director), Maria Williams (NDL Asst. Director).
Absent: Denise Stacer
3. **Approval of Agenda** - Motion to approve the agenda was made by Chris L. and seconded by Claire K. Motion passed.
4. **Review and approval of Meeting Minutes** from November 14, 2024
Motion to approve the minutes as written was made by Linda B. and seconded by Claire. Motion passed.
5. **Secretary's Report** - No report
6. **President's Report** - Martha Nork
The Friends have been invited to participate in the "Galentines" event on February 13th. Katie Rothley is planning this and asked if we would like to provide a craft for the participants. Details will follow. The event will be after our February board meeting which starts at 5:30 PM.
7. **Library Director's Report** - Laura Mancini
Debra Pace began her position as the Library's new Business Operations Specialist on December 5th. If you are in the NDL during the daytime, please feel free to stop by the Administration Offices and introduce yourself to her.
The Adult Department will be presenting Songs of the Season with the City Lights Chorus on Monday, December 16th at 7:00 p.m. at the Northville Community Center. Registration is completely full. Thank you to the Friends for your sponsorship of this program.
The Youth Department will be hosting the 3rd Annual Winter Extravaganza program on Tuesday, December 17th from 5:00 to 7:00 p.m. The program will feature Santa Claus and the Grinch to take photos with, card making behind the Info Desk, face painting in the Storytime Room, and the Harmonytown Barbershop Chorus near the staircase. There will also be five stations of mini golf in the Carlo Room. Another thank you goes to the Friends of the sponsorship of this program. If you are at the Library on Tuesday evening, please stop by and see the festivities.
The project to replace the Library's incandescent lighting will take place in January. Approximately 95% of the lighting will be replaced, which will make the library both brighter and more energy efficient. We will give as much notice as we are able to Friends when work begins in the sorting room and Used Book Cellar.

8. **Treasurer's Report** -

For Nov 2024, Income included Membership, Used Book sales, including vendor sales, for a total of \$2,161.58. Income is 133% of budgeted income for the CY 2024.

Expenses included Honor gift books, newsletter printing, Used Book misc expenses, Halloween tote bags, and the printing of Book Marks, for a total of \$1,635.78. A comparison to budget for each line item was included on the report in preparation of 2025 Budget development.

Bank balances, including two CD's, totaled \$72,195.51 at the end of Nov.

A motion to approve the Financial Report for Nov 2024, was made by Cindy Frango and seconded by Regina Mingela. It was unanimously approved.

The Budget for 2025, including the Wish List items from the Library was also presented and discussed. Due to the anticipated surplus in 2024, it was decided to pre-pay for the Book Page subscription, Cool Reads winter reading program, Teen Comfort supplies, the Winter Extravaganza (total \$4,700) in Dec 2024. The budget was accepted as presented with the revision of Scholarship funds to \$2,000. Budgeted income for 2025 is \$28,430. A motion to approve the budget was made by Regina Mingela and seconded by Chris Litka. It was unanimously approved with the revision as stated above.

9. **Committee Reports:**

A. Used Book Operations - Linda Bastien

The Book Cellar made \$1,773 for the month of November. We are using Better World Books for scanning donations. A volunteer suggested selling gift certificates for the Cellar.

A Valentine themed Used Book Sale is scheduled for Feb. 2nd from 1 - 4 pm.

B. Gift Books - Claire Kreher

Since Nov. 14th, we received 4 Gifts - 4 Honorary for a total of \$182. (\$100 from Friends of NDL) **20** books were added this month.

C. Volunteer Appreciation - Claire Kreher for Denise Stacer

November: Kim Meisel (Board), Dorothy Youmans (Volunteer)

D. Membership - Cindy Frango

There was 1 new membership since the Nov. meeting.

Our current membership is:

Patrons- **20** Businesses - **9** Family - **39** Individual - **74** Teens - **4**

Lifetime - **14** A total of **160 Members**

E. Newsletter & Public Relations - Chris Litka No Report

F. Scholarships - No report.

10. **Review and Approval of Agreement with Library**

Under the Agreement: Copies of the Agreement were provided which showed the changes to the document. The board approved these changes and the document will now be signed by the President, the Director of the Library, and the Chairman of the Trustees.

11. **Motion to Adjourn** 6:05 pm Motion passed.