



FRIENDS OF THE W.K. SANFORD COLONIE TOWN LIBRARY MEETING MINUTES OCTOBER 12, 2021 6:00PM

NOTE: Because of the current CoronaVirus Pandemic, this meeting was held via Zoom.

ATTENDING (via Zoom)

Edye Benson, Pat Cehowski, Dave Ferrill, Jan Hagen, Mary Ellen Jung, Becky Klope, Karen Langell, Queen Lewis, Leslye Milos, Evelyn Neale, Jennifer Soucy, and Mary Van Ullen.

ANNUAL REPORT

Becky provided an overview of projects and fundraisers undertaken throughout the year:

December 5-15, 2020: Winter Book Sale

December 2020: Year End Appeal Letter sent

January 2021: Conducted self-audit of finances

January 2021: Thank you letters for Year End Appeal sent

February 2021: Membership Renewal letters sent

February 2021: Claudia Thornton started the bi-monthly Friends of the Library newsletter

February 2021: Resorted all of the boxes in the storage shed to organize and make space

April 2021: Thank you letters for Membership Renewal sent

May 2021: Book Nook opened

August 2021: Claudia Thornton resigned and Mary Van Ullen was elected temporary Secretary

September 2021: Book Sale held over several days into early October

October 3: Harvest Fest - Book Nook last day

Weekly book sorting

OVERVIEW OF FINANCES

Leslye reviewed the financial position of the Friends of the Library with the 2021 Treasurer's Report:

Annual Treasurer's Report
October 5, 2020 to October 8, 2021

INCOME		EXPENSES	
Amazon Smile	\$25.92	Banners	\$71.37
Appeal	\$9,861.27	Banker Boxes	\$484.98
Bag Sales	\$194.00	Crystal Rock	\$1,991.28
Book Sales	\$7,047.85	NY Library Assoc. Fee	\$50.00
Boscov's	\$88.11	Postage	\$399.35
Donations	\$4,629.57	Security System-eclipse	\$14,998.06
Hoffman Car Wash	\$399.00	Supplies	\$205.55
Memberships	\$3,816.16	USPS Permit	\$240.00
		VIMEO	\$64.75
Total	\$26,061.88	Staff Appreciation	\$119.10
		YouTube	\$89.94
		Youth, Teen, Adult Programs	\$3,000.00
		Total	\$21,714.38

VOTE ON LEADERSHIP

The following members were elected unanimously for the positions listed:

- Becky Klope - President (re-elect)
- Edge Benson - Vice President (re-elect)
- Leslye Milos - Treasurer (re-elect)
- Mary Van Ullen - Secretary (elect)

LIBRARY REPORT (Evelyn Neal)

Evelyn thanked the Friends for a great year despite COVID-related challenges.

The library has returned to full hours as listed on the website, and things have been busy. The heating project has been postponed until spring. Staff are working on updating the meeting room and tutoring policies.

Edye thanked Elissa and her team for their help with the Book Sale.

TREASURER'S MONTHLY REPORT

Per Leslye:

The October 2021 report was submitted.

Income: Amazon Smile \$8.06, Book Nook \$1,427.75 Book Sale \$4,453.85, Change from Book Nook \$30.00, Change from Book Sale \$150.00, Donations \$150.00, Memberships \$20.00, Square Memberships \$23.67, for Total Income of \$6,263.33.

Expenses: Change for Book Sale \$150.00, Crystal Rock \$148.08, Security System-eclipse \$14,998.06, Refreshments for Book Sale Volunteer Thank you event \$64.05 and \$29.98 YouTube Music (2 months), for a total of \$15,390.17.

The summary of accounts: Checking \$18,671.94, savings \$1,137.09, and five CDs \$51,715.86, giving a grand total of \$71,524.89.

Leslye noted that the monthly report does not include credit card sales from the Book Sale. They will be posted next month.

REQUESTS AND EXPENDITURES

None at the moment.

WEBSITE, FACEBOOK, PUBLICITY AND LIBRARY E-NEWSLETTER

Nothing to report.

LITTLE FREE LIBRARIES

The Friends are interested in providing some support for registration fees for a number of Little Free Libraries. We will need to draft an agreement for the stewards who are requesting support to sign before funds are dispersed. We will revisit the broader issue in the spring. If anyone is interested in working on an agreement, please contact Becky.

BOOK SALE REMAINDERS

On Saturday, we will offer the public an opportunity to take away any books not sold at the Book Sale for free, weather permitting. The event will be held outside behind the Library. Jen will print some posters to advertise this.

END OF THE YEAR APPEAL

Dave will work on drafting the letter we send out for our annual appeal.

COMMENTS/SUGGESTIONS

Edye noted that people are appreciative that the Library has been open for business, while many other area libraries are just reopening now.

Mary Ellen commended Becky for the amazing job she did organizing the Book Sale and noted how much work was involved.

The meeting adjourned at 6:50 pm.

Next meeting: Tuesday, November 9th, 2021 via Zoom at 6:00 pm. The Zoom link will be sent out with the agenda.

Meeting Minutes respectfully submitted by Mary Van Ullen, Interim Secretary.