



**FRIENDS OF THE
W.K. SANFORD COLONIE
TOWN LIBRARY MEETING MINUTES
FEBRUARY 14, 2023 6:00PM**

ATTENDING

Edye Benson (via phone call), Dave Ferrill, Mary Ellen Jung, Becky Klope, Louise McColgin, Leslye Milos, Evelyn Neale, Amy Sonder, Jennifer Soucy, Mary Van Ullen.

LIBRARY REPORT

Evelyn reported that the library has assumed responsibility for youth programming for the town, including the high school youth advisory board and other programs. They are working on the annual report for the library and expect the report to be available for the community in May. Due to personnel changes, they are looking at staff planning. Planning for the Repair Cafe on April 22nd is going well.

TREASURER'S REPORT

Dave reported the results of the annual audit. No errors were found during the audit. Leslye is going to change the schedule of the monthly report to the first of the month, rather than the date of the Friends' monthly meetings. There was some discussion of the large balance currently held. There are known expenses in upcoming months, including funding for the new entrance to the youth services area that will reduce the balance. Evelyn suggested that she work with the board to come up with a budget for the Friends that will show planned expenditures to help Friends understand where funds are encumbered for future spending.

Leslye noted that the monthly report for January was revised as shown:

January 10, 2023		REVISED 02/06/23			
Income:		Expenses:		Checking Summary	
Appeal	\$4,743.02			Previous Balance	\$48,035.43
Donations	\$550.00			Income	\$5,461.94
Hoffman Car Wash	\$65.00			SubTotal	\$53,497.37

Thrift Books	\$103.94			Expenses	\$0.00
Total	\$5,461.96			New Balance	\$53,497.37
				Summary of Accounts	
				Checking	\$53,497.37
				Savings	\$1,137.78
				5 CD's	\$51,954.20
				Total Balance	\$106,589.35

Leslye presented the February report:

February 14, 2023					
Income:		Expenses:		Checking Summary	
Appeal	\$440.00	Crystal Rock (2 mos.)	\$559.96	Previous Balance	\$53,497.37
Cards/Bookmarks CAL	\$145.00	Renewal of Mail Permit	\$275.00	Income	\$5,526.12
Donations	\$200.00	Supplies	\$80.04	SubTotal	\$59,023.49
eBay	\$1,863.02	Thrift Books Global	\$50.01	Expenses	\$994.99
Hoffman Car Wash	\$21.50	YouTube Music (2 mos.)	\$29.98	New Balance	\$58,028.50
Memberships/Donations	\$50.00	Total	\$994.99		
Square Appeal	\$2,687.35				
Square Memberships	\$119.25			Summary of Accounts	
Total	\$5,526.12			Checking	58028.5
				Savings	\$1,137.97
				5 CD's	\$52,067.61
				Total Balance	\$111,234.08

REQUESTS

Request for Funds from Staff for February

1. Name: Jennifer Soucy Funding Amount: \$500

What is the funding for? first quarter funding requested for library programs.

Category: All Library Date funding is required: 2/2023

Friends approved the request.

2. Name: Jennifer Soucy Funding Amount: \$50

What is the funding for? Cornell University -Master Gardener -Program Awakening the Garden in Spring This presentation will include: planning your garden, starting seeds at home, spring clean-up, amending your soil, reducing and diversifying your lawn, choosing and siting seeds and plants, and more.

Category: Adult Programming Date funding is required: 3/15/2023

Friends approved the request.

3. Name: Jennifer Soucy Funding Amount: \$50

What is the funding for? Why Raised Beds for Gardening and How to Build Them This presentation provides an introduction into raised beds for gardening. The presentation discusses why to use raised beds, different pros and cons for raised beds, different options for creating them, and how to locate them within your gardening spaces.

Category: Adult Programming Date funding is required: 5/9/2023

Friends approved the request.

4. Name: Evelyn Neale Funding Amount: \$1788.00

What is the funding for? Dero Fixit Public Bike Repair Station. In coordination with the Library's Earth Day program and to move towards getting a Bike Friendly Certificate the Library would like to install a permanent bike repair station.

Category: Building

Friends approved the request.

5. Name: Jennifer Soucy Funding Amount: \$2430

What is the funding for? Museum Pass renewals.

Category: Library wide

Friends approved the request.

6. Name: Evelyn Neale

What is the funding for? Payment for library materials recycling.

Category: Library wide

Given that the library currently does not have a mechanism to pay for a recycling service, Friends discussed the possibility of paying for a service for a temporary period until the town has a contract in place for recycling. The town is working on a contract and it is expected that there will be a future contract.

Friends approved funding up to \$75/month for a six month period. At the end of six months, we will revisit the issue and reevaluate the situation if the town doesn't have a

recycling solution in place.

WEBSITE, FACEBOOK, PUBLICITY, LIBRARY e-newsletter

Mary produced a winter newsletter which was distributed and posted to Facebook. We will include notification about the Book Nook opening in the next library newsletter. Friends discussed the possibility of putting a small display in the library to publicize the types of things the Friends have funded.

LOVE YOUR LIBRARY

The February Love Your Library fundraiser was a huge success. We raised \$1,034 in cash, with more funds to come in through online donations. The handcrafted paper flowers were extremely popular with visitors to the library. Many thanks to all who supported the effort, staffed the table in the lobby and made flowers to sell. The help from the library staff, and in particular Jenn's coordination and support, was invaluable.

THRIFT BOOKS

Because the shed is filling up rapidly, we will be sending an additional pallet of books to Thrift Books shortly. Becky is screening the books before selling them, and we can evaluate this process when we have sales information for the pallet. While this is time consuming, it may make the process more profitable for us.

MEMBERSHIP RENEWALS

In past years, we have sent out renewal reminders at this time of year. We discussed the possibility of delaying the reminder a few months because we just did the appeal. In this way, we could include a list of anticipated expenditures to better demonstrate to members how funds are being used. Friends agreed that April would be a good time to send out the renewal reminders.

SPRING BOOK SALE

Friends discussed the possibility of holding a spring book sale. Given the amount of work involved, space considerations given library programming in process, and the proximity to the opening of the Book Nook, it was decided that we won't hold a major sale. However, we will explore the possibility of holding small events, perhaps outside the library or in a smaller space inside the library. .

BOOK NOOK

The Nook will open May 20th this year.

COMMENTS/QUESTIONS

Becky noted that three out of four board members are currently serving full second terms. According to the by-laws, board members are limited to two terms. Friends agreed that there may be difficulty in keeping board positions filled for the next cycle if new people don't step forward to run for office. The idea of amending the by-laws to remove the term limits was discussed and it was agreed that this is the best way to keep leadership options open in the future. Becky will draft language removing the term limits and we will post it on the website. Amending the by-laws can be voted on at a

later meeting.

The meeting was adjourned at 7:40 pm. **The next meeting will be held on Tues. March 14th, 2023 in person at the library at 6:00pm.**

Meeting Minutes respectfully submitted by Mary Van Ullen, Secretary.