



FRIENDS OF THE W.K. SANFORD COLONIE TOWN LIBRARY MEETING MINUTES OCTOBER 10, 2023 6:00PM

ATTENDING

Tori Behrmann, Edye Benson, Dave Ferrill, Judi Gallop, Mary Ellen Jung, Sue Kaczor, Becky Klope, Jennifer Lammon, Queen Lewis, Louise McColgin, Leslye Milos, Evelyn Neale, Kathy Ordway, Sharon Parkis, Elliot Robins, Jack Seppi, Peggy Seppi, Amy Sonder, Jennifer Soucy, Claudia Thornton, Mary Van Ullen.

This meeting included the Friends of the Library's Annual Meeting, held before the regular monthly meeting.

ANNUAL REPORT

Overview of Projects and Fundraisers

Becky presented an overview of Friends' projects and fundraisers for the year. Friends accepted and sorted book donations during most of the year. We sold donated materials during the annual book sale and during the summer months at the Book Nook, as well as online through eBay and Thrift Books. Excess materials were donated to various non-profit organizations and area Little Free Libraries. Friends participated in the library's Repair Cafe and helped with the Summer Reading Program kickoff event.

Membership is strong, with 229 active members, and 73 adults and teens who participated with volunteer efforts.

Overview of Finances

Leslye presented the Annual Financial Report. We had a very strong year, with a number of successful fundraisers completed. We were able to fund several important projects for the library, including a new bike repair station, enhancements to library programs and collections and a new entrance to the Youth Services area.

ANNUAL REPORT		October 23, 2022 to October 10, 2023			
INCOME				EXPENSES	
Appeal	\$8,561.35			Bike Repair Station	\$2,063.25
Book Nook	\$8,723.05			Career Books	\$1,897.71
Book Sale	\$14,449.85			Crystal Rock	\$2,616.64
Donations	\$7,644.72			Garden Repairs	\$350.00
eBay Book Sales	\$6,176.31			Library Programs (VC) Y ,T & A	\$2,000.00
Hoffman Car Wash	\$300.50			Museum Passes/Fee	\$2,430.00
LYL Heart Sales	\$1,084.93			Postage	\$524.06
Memberships/Donations	\$6,321.99			Staff/Volunteers Appreciation	\$299.02
Thrift Books	\$1,390.91			Summer Reading Programs	\$4,000.00
				Supplies	\$356.45
TOTAL	\$54,653.61			USPS Mail Permit	\$275.00
				YouTube	\$181.88
				Youth Service Entrance	\$9,978.75
				TOTAL	\$26,972.76

Vote on Leadership

The election for officers was held. The following slate was elected by the members:

Becky Klope	President
Amy Sonder	Vice President
Leslye Milos	Treasurer
Mary Van Ullen	Secretary

The Annual meeting was concluded and the regular monthly meeting was conducted.

LIBRARY REPORT

Evelyn thanked the Friends for all their hard work, especially noting Becky's efforts to grow the group. Work on the parking lot is continuing, with the surface being milled and lights being installed. The EV chargers should be installed by the end of the year or early 2024. A new Librarian 1 position will be hired for Youth Services. The budget will be up for approval in November. The library has requested an increase in the book budget and for Hoopla, a service not part of the Upper Hudson consortium. A food drive is underway in the library to support the Food Bank. New calendaring software will be rolled out soon. The search for a new director is underway.

TREASURER'S REPORT

Leslye presented the monthly treasurer's report.

2023 Friends of the Library Budget

			2023 Budget	September	2023 Actual	Percentage
I. Income						
Membership			\$3,000.00	\$282.94	\$6,158.01	205.27%
Donations			\$500.00	\$504.55	\$2,015.60	403.12%
Amazon Smile			\$50.00		\$24.92	49.84%
Annual Appeal			\$5,000.00		\$8,505.35	170.11%
Hoffmans			\$200.00		\$235.50	117.75%
Hearts fundraiser			\$1,000.00		\$1,094.93	109.49%

Book Nook			\$8,000.00	\$1,510.05	\$8,723.05	109.04%
Annual Book sale			\$5,000.00	\$13,008.34	\$13,008.40	260.17%
Thrift books			\$1,000.00		\$654.04	65.40%
Ebay sales			\$5,000.00	\$173.24	\$5,573.24	111.46%
C.A.L. Cards/Bookmarks			\$150.00		\$145.00	96.67%
Misc income/sales			\$200.00		\$110.00	55.00%
Interest/Divident Income			\$500.00	\$250.80	\$700.12	140.02%
Total Income			<u>\$29,600.00</u>	<u>\$15,729.92</u>	<u>\$46,948.16</u>	
Grants	Sensory Space		\$5,000.00		\$5,000.00	100.00%
	Miller grant for YS program		\$250.00		\$250.00	100.00%
Total Grants Received			<u>\$5,250.00</u>		<u>\$5,250.00</u>	100.00%
EXPENSES						
II. Book Sale Expenses						
Book Nook Supplies			\$500.00		\$93.21	18.64%
Annual Booksale supplies			\$200.00	\$44.53	\$44.53	22.27%
Total BS expenses			<u>\$700.00</u>	<u>\$44.53</u>	<u>\$137.74</u>	19.68%
III. Library Requests						
Passbooks/collecti on request			\$3,000.00		\$1,897.71	63.26%
Visa GCs for programs			\$2,000.00	\$500.00	\$2,000.00	100.00%
Prizes - Summer Reading Program			\$1,000.00		\$1,000.00	100.00%
Museum passes &			\$2,000.00		\$2,430.00	121.50%

Annual Fee FASNY						
You Tube			\$200.00	\$16.99	\$136.91	68.46%
Bike repair station			\$1,788.00		\$2,063.25	115.39%
Water			\$3,000.00	\$227.82	\$2,406.91	80.23%
Mystery Book Club			\$500.00		\$50.01	10.00%
Misc			\$3,000.00		\$350.00	11.67%
	Cornel Garden Program x2	\$100.00			\$100.00	100.00%
	Library Garden shrubs	\$250.00			\$250.00	100.00%
	SRC kickoff	\$4,000.00			\$3,000.00	75.00%
Total Library Requests			<u>\$16,488.00</u>	\$744.81	<u>\$15,684.79</u>	95.13%
Grants						
	Sensory Space		\$5,000.00			
	Miller grant for YS space		\$250.00			
III Marketing and Mailing expenses						
Non-Profit postage certificate			\$250.00		\$275.00	110.00%
Postage			\$500.00		\$306.17	61.23%
Mailing supplies			\$500.00	\$23.59	\$210.02	42.00%
FB boost			\$250.00	\$33.29	\$33.29	13.32%
Total marketing and mailing			<u>\$1,500.00</u>	\$56.88	<u>\$824.48</u>	54.97%
IV Misc. Expenses						
Banking			\$100.00			

LYL			\$100.00		\$11.35	11.35%
Visa Gift Card Fees			\$50.00	\$6.95	\$41.70	83.40%
Volunteer expense			\$500.00	\$135.84	\$135.84	27.17%
Other Staff Expense			\$500.00		\$122.22	24.44%
			\$1,250.00	\$142.79	\$311.11	24.89%
TOTAL						
YS Entrance			\$15,000.00	\$7,978.75	\$9,978.75	66.53%
Accounts						
Checking					\$74,024.26	
Savings					\$1,139.11	
Capital Accounts 5 CD's					\$52,764.39	
TOTAL					\$127,927.76	

There was a question about the large balance in our account. It was noted that we should encumber a substantial amount in the future for possible purchase and improvement of the lot adjoining the library for storage expansion needs for donated materials.

REQUESTS

There were no new requests this month.

WEBSITE, FACEBOOK, PUBLICITY, NEWSLETTER

Mary has been in contact with Jessica and will work on updating the Friends website. If anyone has interesting images from Friends' events, please send them to her.

THRIFT BOOKS

Another pallet of books is ready to be shipped to them. Scanning books after the book sale to identify items to send to Thrift went very smoothly.

BOOK NOOK

The season went very well. The weather cooperated and sales were strong. The teen helpers were excellent.

BOOK SALE

The book sale was a huge success, raising over \$13,000! Having extra time to set up before and clean up afterward was helpful. Having the CDs and DVDs in a separate area was an improvement, but the specific location was not optimal and was cramped. Having an extra sales day was a mixed bag, although there was not nearly as much material left at the end of the sale to clean up. Many thanks to all who helped make it happen.

LOVE YOUR LIBRARY

Friends agreed that we would like to do this fundraiser again in February 2024. We will sell large paper hearts for \$5, small hearts for \$1 and paper flowers 2/\$5.

END OF YEAR APPEAL

We will send out letters for this year's appeal in early December.

COMMENTS/QUESTIONS

None

The meeting was adjourned at 7:12 pm. **The next meeting will be held on Tues. November 14th, 2023, in person at the library at 6:00pm.**

Meeting Minutes respectfully submitted by Mary Van Ullen, Secretary.