



FRIENDS OF THE W.K. SANFORD COLONIE TOWN LIBRARY MEETING MINUTES SEPT. 12, 2023 6:00PM

ATTENDING

Edye Benson, LorrieAnn Bevevino, Deborah Berkun, Judi Gallop, Mary Ellen Jung, Evelyn Neal, Becky Klope, Queen Lewis, Louise McColgin, Leslye Milos, Elliot Robins, Amy Sonder, Claudia Thornton, Mary Van Ullen.

LIBRARY REPORT

Evelyn reported that the library will be sending out a check to the fabricators for the new Youth Services entrance with delivery expected to take about four months. Evelyn discussed the issue of the corner piece of property adjacent to the library that Friends had expressed interest in having for a permanent presence with the Library Board. Because of the personnel changes and the search for a new director, it's unlikely the Board will take this up in a timely manner. The town historian has moved into the library building, as will the historical society. The recycling issue continues to be unresolved.

TREASURER'S REPORT

Leslye presented the monthly treasurer's report.

2023 Friends of the Library Budget

			2023 Budget	August	2023 Actual	Percentage
I. Income						
Membership			\$3,000.00	\$187.79	\$5,875.07	195.84%
Donations			\$500.00		\$1,511.05	302.21%
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	\$1,980.00	\$7,213.00	90.16%

Annual Book sale			\$5,000.00			
Thrift books			\$1,000.00	\$487.33	\$1,240.65	124.07%
Ebay sales			\$5,000.00	\$454.96	\$5,400.96	108.02%
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	\$0.15	\$449.32	89.86%
Total Income			\$29,600.00	\$3,110.23	\$31,805.75	
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			\$5,250.00		\$5,250.00	100.00%
EXPENSES						
II. Book Sale Expenses						
Book Nook Supplies			\$500.00	\$25.38	\$118.59	23.72%
Annual Booksale supplies			\$200.00			
Total BS expenses			\$700.00	\$25.38	\$118.59	16.94%
III. Library Requests						
Passbooks/collec tion request			\$3,000.00		\$1,897.71	63.26%
Visa GCs for programs			\$2,000.00		\$1,500.00	75.00%
Prizes for the SRP			\$1,000.00		\$1,000.00	100.00%
Museum passes & Annual Fee FASNY			\$2,000.00		\$2,430.00	121.50%

You Tube			\$200.00	\$14.99	\$119.92	59.96%
Bike repair station			\$1,788.00		\$2,063.25	115.39%
Water			\$3,000.00	\$275.25	\$2,179.09	72.64%
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	
Total Library Requests			\$16,488.00	\$290.24	\$14,939.98	90.61%
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	\$26.40	\$306.17	61.23%
Mailing supplies			\$500.00		\$186.43	37.29%
FB boost			\$250.00			
Total marketing and mailing			\$1,500.00	\$26.40	\$774.00	51.60%
IV Misc. Expenses						
Banking			\$100.00			
LYL			\$100.00		\$11.35	11.35%
Visa Gift Card Fees			\$50.00		\$34.75	69.50%

Volunteer expense			\$500.00			
Other Staff Expense			\$500.00		\$122.22	24.44%
			\$1,250.00		\$168.32	13.47%
YS Entrance			\$15,000.00		\$2,000.00	13.33%
Checking					\$67,408.74	
Savings					\$1,138.97	
Capital Accts - 5 CD's					\$52,513.73	
TOTAL					\$121,061.44	

Leslye noted that one of the CDs is due on the 16th. Broadview is offering a higher interest rate, so the CD will be rolled over.

REQUESTS

There were no new requests this month. Jennifer sent the request below, which had been approved at an earlier meeting.

Name: Jennifer Soucy Funding Amount: \$500

What is the funding for? Programs. This is the quarterly request that has been pre-approved by the Friends and will be the last one for 2023.

Category: Programming

Date funding is being requested: ASAP

Friends approved the request.

WEBSITE, FACEBOOK, PUBLICITY, NEWSLETTER

A newsletter was sent out. Mary will work with Jessica from the library to figure out how to update the website.

ANNUAL MEETING

The Friends annual meeting will take place during the October 11th meeting. Nominations for leadership positions are currently open.

BOOK NOOK

The Nook is running well. It will be open 9/23 from 9-1, during the book sale. The final

day is 9/30, with a 9-12 shift (no Farmers Market) and 12-4 (2 shifts) for the Harvest Fest + Market.

BOOK SALE

Volunteer spots are still available and Friends are encouraged to sign up. Volunteers are entitled to take a free book for each slot they work.

Hours will be:

Sat	9/16	Soccer team move boxes at 2pm
Sun	9/17	Set up 10-4
Mo	9/18	Set up 10-8
Tues	9/19	Set up 10-8
Wed	9/20	Set up 10-8
Thurs	9/21	Sale, \$5 entry, 4:00-7:00pm
Fri	9/22	Sale 10:00am-5:00pm
Sat	9/23	Sale 10:00am-4:00pm
Sun	9/24	Sale 1:00pm-4:00pm
Mon	9/25	Sale 10:00am-7:00pm, Fill a bag day
Tues	9/26	Clean up 9:00-3:00, soccer team help at 6:30-7:30pm
Wed	0/27	Final clean up, boxes picked up

After the sale, leftover material will go to the following:

- Book Nook
- LFL stewards
- Non-profits
- Thrift Books
- Bulk Book Warehouse

We will be able to accept credit card payments for the sale. Since credit card companies charge a fee, we will be losing some revenue from accepting cards. Friends discussed various options, including requiring a minimum amount of spending to use a credit card. Friends voted to accept credit card payments for a minimum purchase of \$10.

Amy has done a great job sending out press releases to radio, TV, community calendars, etc. to market the sale and she was successful in getting a grant to advertise from the Times Union! We have also done a targeted FaceBook ad.

COMMENTS/QUESTIONS

None

The meeting was adjourned at 7:07 pm. **The next meeting (Annual Meeting) will be held on Tues. October 10th, 2023, in person at the library at 6:00pm.**
Meeting Minutes respectfully submitted by Mary Van Ullen, Secretary.