



FRIENDS OF THE W.K. SANFORD COLONIE TOWN LIBRARY MEETING MINUTES MARCH 12, 2024 6:00PM

ATTENDING

Tori Behrmann, Edye Benson, Judi Gallop, Bonnie Hetfield, Mary Ellen Jung, Sue Kenneally, Becky Klope, Ruth Lyons, Louise McColgin, Leslye Milos, Cathy Molloy, Elliot Robins, Amy Sonder, Jennifer Soucy, Claudia Thornton, Elissa Valente, Mary Van Ullen.

LIBRARY REPORT

Elissa shared information from the 2024 Annual Report. In addition to usage statistics being up significantly in all major categories, program offerings are up and attendance was impressive. The library also increased operating hours.

Library staff are busy planning for summer programs. The Repair Cafe will be held in the spring and some Friends have been soliciting businesses to get donations of electrical supplies to use at the Cafe.

Elissa confirmed that we would be covered by the town's liability insurance for any Friends events taking place at town facilities.

TREASURER'S REPORT

Leslye presented the Treasurer's Report.

		February 2024	2024 Actual	2024 Budget	Percentage	2023 Actual
I. INCOME						
Annual Appeal		\$695.00	\$1,880.93	\$5,000.00	37.62%	\$10,914.35
Annual Book sale			\$0.00	\$8,000.00	0.00%	\$13,008.40
Book Nook			\$0.00	\$8,000.00	0.00%	\$8,723.05
C.A.L. Cards/Bookmarks		\$175.00	\$175.00	\$100.00	175.00%	\$145.00
Donations		\$75.00	\$275.00	\$1,000.00	27.50%	\$3,120.35
Ebay sales		\$329.17	\$584.75	\$5,000.00	11.70%	\$7,722.99

Hearts fundraiser		\$1,780.77	\$1,799.73	\$1,000.00	179.97%	\$1,094.93
Hoffmans		\$14.00	\$14.00	\$200.00	7.00%	\$357.50
Interest/Divident Income		\$0.14	\$15.71	\$500.00	3.14%	\$1,140.97
Membership		\$60.00	\$112.49	\$5,000.00	2.25%	\$6,805.94
Misc income/sales		\$204.40	\$204.40	\$100.00	204.40%	\$110.00
Thrift books			\$0.00	\$500.00	0.00%	\$1,313.63
Total Income		\$3,333.48	\$5,062.01	\$34,400.00	14.72%	\$54,457.11
EXPENSES						
II. Book Sale Expenses						
Annual Booksale supplies			\$0.00	\$200.00	0.00%	\$44.53
Book Nook Supplies			\$0.00	\$500.00	0.00%	\$93.21
Total BS expenses			\$0.00	\$700.00	0.00%	\$137.74
III. Library Requests						
Collection project			\$0.00	\$5,000.00	0.00%	\$1,897.71
ESL supplies		\$188.00	\$670.00	\$1,000.00	67.00%	
Garden			\$0.00	\$250.00	0.00%	\$250.00
Lights outside (back) Stedman Room door			\$0.00	\$2,500.00	0.00%	
Misc			\$0.00	\$500.00	0.00%	\$350.00
Museum passes & Annual Fee FASNY			\$0.00	\$2,500.00	0.00%	\$2,430.00
Mystery Book Club		\$16.17	\$16.17	\$300.00	5.39%	\$50.01
Non-fiction signage		\$712.54	\$712.54	\$1,000.00	71.25%	
Prizes - Summer Reading Program			\$0.00	\$2,000.00	0.00%	\$1,000.00
Programs (Visa GCs)			\$0.00	\$2,000.00	0.00%	\$2,000.00
Service desk signage			\$0.00	\$5,000.00	0.00%	
Summer Reading Kickoff		\$4,000.00	\$4,000.00	\$4,000.00	100.00%	\$3,000.00
Trunk or Treat			\$0.00	\$500.00	0.00%	
Water - Crystal Rock		\$265.29	\$600.54	\$3,500.00	17.16%	\$2,406.91
YS book display piece			\$3,305.25	\$2,500.00	132.21%	
Total Library Requests		\$5,182.00	\$9,304.50	\$32,550.00	28.59%	\$13,384.63

III. Marketing and Mailing Expenses						
Advertisement			\$0.00	\$1,500.00	0.00%	
Facebook boost			\$0.00	\$150.00	0.00%	\$33.29
Mailing supplies			\$0.00	\$500.00	0.00%	\$210.02
Non-Profit postage certificate			\$320.00	\$300.00	106.67%	\$275.00
Postage			\$75.32	\$600.00	12.55%	\$306.17
Total Marketing and Mailing Expenses			\$395.32	\$3,050.00	12.96%	\$824.48
IV. Misc. Expenses						
Banking			\$0.00	\$100.00		\$0.00
Love Your Library			\$0.00	\$50.00		\$11.35
Other Staff Expense			\$0.00	\$500.00		\$122.22
Visa Gift Card Fees		\$1.50	\$1.50	\$50.00		\$41.70
Volunteer expense			\$0.00	\$500.00		\$135.84
Total Misc. Expenses		\$1.50	\$1.50	\$1,200.00		\$311.11
TOTAL ALL EXPENSES		\$5,183.50	\$9,701.32	\$37,500.00		
Accounts						
Checking		\$72,145.63		\$76,800.65		
Savings		\$1,139.84		\$1,139.55		
Capital Projects Improvements Accounts 5 CD's		\$53,220.22		\$53,204.80		
Total Accounts		\$126,505.69		\$131,145.00		
Encumber for storage shed				\$20,000.00		-
Grants						
Sensory Space	\$5,000.00					
Miller grant for YS program	\$250.00					
Grants Total	\$5,250.00			\$5,250.00		\$5,250.00

There was discussion about Hoffman's Car Wash Tickets. We could post them on Facebook as they can be purchased online and we could also sell them at events, like Earth Day.

REQUESTS

The following funding requests were received:

1. Name: Jennifer Soucy Amount: \$500

What is the funding for?

This is for quarterly programming funding that has already been approved by the Friends.

Category: Programming

Date funding is required: March 2024

2. Name: Jennifer Soucy Amount: \$60

What is the funding for? Master gardener with Cornell Cooperative Extension. On April 9th, the Master Gardener speaker will be at the library to discuss "Creating a Backyard Vegetable Garden." We had speakers last year from this organization and it was very successful.

Category: Programming

Date funding is required: 4/9/2024

Mary moved to approve and Mary Ellen seconded. Friends approved the request.

3. Name: Jennifer Soucy Amount: \$2500

Category: Programming Date Funding is required: ASAP

What is the funding for? Museum pass renewals. (\$1900 check to Kathy for renewal and the \$100 check to FASNY-Firefighter, a total of \$2000.)

Note: Up to \$2500 has already been approved by Friends.

Update from English Conversation Group via Jessica Kaercher

I'd like to thank the Friends of the Library for supporting our English Conversation Group. The funds generously provided allow us to help students more effectively and efficiently. The subscription to the online service, ellii.com, has a huge amount of information! The bilingual picture dictionaries make working with beginner learners much easier, and the books about pronunciation are terrific. There are enough flash cards and conversation cards to be used by several people at the same time. Because we never know how many students are coming or what their needs are, it's a relief to know we will always be prepared.

The volunteers have been amazing and the program wouldn't be possible without them. I don't know how many are Friends, but for your information, the most active volunteers at this time are Ruth Dinowitz, Mary Van Ullen, Clayton Welch, Olga Porterfield, Mary Ellen Bolton, Kim Moon, Wayne Schneider, Sue Herlands, Anne LaSalle, and Tricia

Brown.

You and the Friends of the Library do amazing work and play a huge part in making the Colonie Library successful!

HANNAFORD “Bloomin’ 4 Good Program”

We will receive \$1 for each specially marked “Bloomin’ 4 Good” flowers purchased in March.

April 20th, 12-4pm: EARTH DAY-REPAIR CAFE and Free Book Giveaway

We will need volunteers to help setup and work at our tables.

BOOK NOOK

The Nook opens May 4th. The Saturday Farmers Market runs May 11-Sept. 21st. We are reconsidering the idea of ordering aprons and may just look into more prominent volunteer tags and lanyards.

FALL BOOK SALE

Library staff are fine with us using the Activity Room in addition to the Stedman Room, so long as the back hallway in the staff area is not used. We discussed the possibility of displaying at least some of the books without tomato crates. The crates take up a great deal of room in the shed. It would be helpful if we could figure out other ways to sell books at other times because of the space issues.

COMMENTS/QUESTIONS

It would be helpful to the library staff if someone from the Friends would help solicit prize donations from local businesses for the Summer Reading Program. Jenn has letters to use. Elissa noted the library would like more input about adult programming offerings and will be sending out a survey, including asking Friends for input.

Tori asked if the library will be doing seed kits this year. Jenn noted that it’s very time-consuming and takes up a lot of space.

Amy reported on the results of a survey she did asking library patrons about their interest in library sponsored bus trips. Responses were overwhelmingly positive, with only one respondent indicating that this was not of interest. Many suggested additional destinations. Amy is continuing to explore possibilities, but it is clear there is interest in the community for short bus trips.

The meeting was adjourned at 7:15 pm. **The next meeting will be held on Tues. April 9th, in person at the library at 6:00pm.**

Meeting Minutes respectfully submitted by Mary Van Ullen, Secretary.