



FRIENDS OF THE W.K. SANFORD COLONIE TOWN LIBRARY MEETING MINUTES APRIL 9, 2024 6:00PM

ATTENDING

Edye Benson, Judi Gallop, Bonnie Hetfield, Mary Ellen Jung, Becky Klope, Karen Langell, Louise McColgin, Leslye Milos, Elliot Robins, Amy Sonder, Jennifer Soucy, Claudia Thornton, Elissa Valente, Mary Van Ullen.

LIBRARY REPORT

Elissa shared that the library is going to join with other libraries to do an Equitability Challenge. The Challenge involves looking at different aspects of the library, such as the facilities, services and programs to make sure that they serve all parts of the community. They are also working to develop a policy for public comment.

The library is looking to create a lucky day collection for very popular items with a long hold list. This involves buying additional copies of certain materials, which will be available at the library for immediate check out.

TREASURER'S REPORT

Leslye presented the Treasurer's Report.

		March 2024	2024 Actual	2024 Budget	Percentage	2023 Actual
I. INCOME						
Annual Appeal		\$60.00	\$1,940.93	\$5,000.00	38.82%	\$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	\$100.00	175.00%	\$145.00
Donations		\$266.42	\$541.42	\$1,000.00	54.14%	\$3,120.35
Ebay sales		\$668.53	\$1,253.28	\$5,000.00	25.07%	\$7,722.99

Hearts fundraiser			\$1,799.73	\$1,000.00	179.97%	\$1,094.93
Hoffmans		\$64.00	\$78.00	\$200.00	39.00%	\$357.50
Interest/Divident Income		\$562.14	\$577.65	\$500.00	115.53%	\$1,140.97
Membership		\$57.34	\$169.83	\$5,000.00	3.40%	\$6,805.94
Misc income/sales			\$0.00	\$100.00	0.00%	\$110.00
Thrift books		\$82.75	\$287.15	\$500.00	57.43%	\$1,313.63
Total Income		\$1,761.18	\$6,822.99	\$34,400.00	19.83%	\$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		\$42.95	\$712.95	\$1,000.00	71.30%	
Garden		\$60.00	\$60.00	\$250.00	24.00%	\$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		\$2,500.00	\$2,500.00	\$2,500.00	100.00%	\$2,430.00
Mystery Book Club			\$16.17	\$300.00	5.39%	\$50.01
Non-fiction signage		\$48.23	\$760.77	\$1,000.00	76.08%	
Prizes - Summer Reading Program			\$0.00	\$2,000.00	0.00%	\$1,000.00
Programs (Visa GCs)		\$500.00	\$500.00	\$2,000.00	25.00%	\$2,000.00
Service desk signage			\$0.00	\$5,000.00	0.00%	
Summer Reading Kickoff			\$4,000.00	\$4,000.00	100.00%	\$3,000.00
Trunk or Treat			\$0.00	\$500.00	0.00%	
Water - Crystal Rock		\$187.84	\$788.38	\$3,500.00	22.53%	\$2,406.91
YS book display piece			\$3,305.25	\$2,500.00	132.21%	
Total Library Requests		\$3,339.02	\$12,643.52	\$32,550.00	38.84%	\$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		\$23.75	\$23.75	\$500.00	4.75%	\$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		\$23.75	\$419.07	\$3,050.00	13.74%	\$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		\$6.95	\$1.50	\$50.00		\$41.70
Volunteer expense			\$0.00	\$500.00		\$135.84
Total Misc. Expenses		\$6.95	\$8.45	\$1,200.00		\$311.11
TOTAL ALL EXPENSES		\$3,369.72	\$13,071.04	\$37,500.00		
Accounts						
Checking		\$69,974.95		\$76,800.65		
Savings		\$1,139.99		\$1,139.55		
Capital Projects Improvements Accounts 5 CD's		\$53,782.21		\$53,204.80		
Total Accounts		\$124,897.15		\$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

The Hannaford Bloomin' for Good flower fundraiser netted us \$44, but we won't receive the funds until later in the year.

REQUESTS

No new requests were received this month.

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

We will pass out Hoffman Car Wash Fliers and Book Nook information. This will be held in the parking lot. In case of rain, we can move inside to the Activity Room. We have volunteers signed up. Tori created a draft design for a book mark with information about the Friends that we could include with free books. We discussed giving out seed packets with a Friends label on them. Packets can be obtained 4/\$1. Amy moved to authorize spending \$25 for seeds. Leslye seconded the motion and Friends approved.

BOOK NOOK

The Nook opens May 4th. The Saturday Farmers Market runs May 11-Sept. 21st. We ordered more prominent volunteer tags and lanyards to wear during shifts instead of purchasing aprons.

Friends discussed the possibility of buying a large book sale sign that could be used at the Crossings and for the annual book sale. There was interest in a sign. Jenn will investigate options for the sign. Because the Nook opens fairly soon, Friends wanted to move on getting the sign ordered. Louise moved that we earmark up to \$1,000 for the purchase of two signs. Edye seconded the motion. Jenn will get back to Becky with more information.

POP-UP BOOK SALE

Friends discussed the possibility of holding smaller, pop-up book sales at the library occasionally. We could put out a few carts of books and have a volunteer staff the sale at times when traffic will be high in the library. In order to do this, we would need people to take responsibility to manage the sale. If anyone is interested in taking charge of the projects, they should let Becky know.

COMMENTS/QUESTIONS

Amy has done some preliminary work on gathering information for Friends' sponsored bus trips. If we were to hire a bus to take people to NYC for the day (transportation only), the cost would be around \$2300. We could possibly schedule a NYPL tour for those interested, since the bus drop off is close by in Bryant Park. Fall would probably be better than the summer for this. Amy is also looking into a bus to Proctor's to see a show. They will be showing *Some Like It Hot* in the future, which might be of interest.

Jenn asked if we could allow Sharon Parkis to use a different vendor, such as Second Sale, instead of Thrift Books to buy additional copies of mystery books for the Mystery Book Club, as Thrift Books can be more expensive. Friends agreed that would be fine.

The meeting was adjourned at 7:13 pm. **The next meeting will be held on Tues. May 14th, in person at the library at 6:00pm.**

Meeting Minutes respectfully submitted by Mary Van Ullen, Secretary.