



FRIENDS OF THE W.K. SANFORD COLONIE TOWN LIBRARY MEETING MINUTES JUNE 11, 2024 6:00PM

ATTENDING

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

LIBRARY REPORT

Staff are preparing for the Summer Reading Kick-off on June 25th from 4-7pm. The event is for people of all ages. The new calendar system for library events is up and running. Additional signage has been installed around the library. There's also a new book display. It was designed by the same person who created the signage for the children's area and was funded by Friends. The lucky day collection has been very popular with patrons. The library is creating a committee to work on the 50th anniversary celebration in 2026 and would welcome representation from the Friends.

TREASURER'S REPORT

Leslye presented the Treasurer's Report.

		May 2024	2024 Actual	2024 Budget	Percentage	2023 Actual
I. INCOME						
Annual Appeal			\$2,075.93	\$5,000.00	41.52%	\$10,914.35
Annual Book sale			\$0.00	\$8,000.00	0.00%	\$13,008.40
Book Nook		\$1,324.00	\$1,324.00	\$8,000.00	16.55%	\$8,723.05
C.A.L. Cards/Bookmarks			\$175.00	\$100.00	175.00%	\$145.00
Donations		\$860.86	\$1,455.08	\$1,000.00	145.51%	\$3,120.35
Ebay sales		\$672.67	\$2,335.37	\$5,000.00	46.71%	\$7,722.99
Hearts fundraiser			\$1,799.73	\$1,000.00	179.97%	\$1,094.93
Hoffmans		\$7.00	\$165.00	\$200.00	82.50%	\$357.50

Interest/Divident Income		\$0.15	\$577.94	\$500.00	115.59%	\$1,140.97
Membership		\$4,246.74	\$4,441.57	\$5,000.00	88.83%	\$6,805.94
Misc income/sales			\$0.00	\$100.00	0.00%	\$110.00
Thrift books			\$328.37	\$500.00	65.67%	\$1,313.63
Total Income		\$7,111.42	\$14,677.99	\$34,400.00	42.67%	\$54,457.11
EXPENSES						
II. Book Sale Expenses						
Annual Booksale supplies			\$0.00	\$200.00	0.00%	\$44.53
Book Nook Supplies		\$107.26	\$107.26	\$500.00	21.45%	\$93.21
Total BS expenses		\$107.26	\$107.26	\$700.00	15.32%	\$137.74
III. Library Requests						
Collection project			\$0.00	\$5,000.00	0.00%	\$1,897.71
ESL supplies			\$712.95	\$1,000.00	71.30%	
Garden			\$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	100.00%	\$2,430.00
Mystery Book Club			\$16.17	\$300.00	5.39%	\$50.01
Non-fiction signage		\$340.00	\$1,100.77	\$1,000.00	110.08%	
Prizes - Summer Reading Program		\$2,000.00	\$2,000.00	\$2,000.00	100.00%	\$1,000.00
Programs (Visa GCs)		\$500.00	\$1,000.00	\$2,000.00	50.00%	\$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		\$282.78	\$1,410.40	\$3,500.00	40.30%	\$2,406.91
YS book display piece			\$3,305.25	\$2,500.00	132.21%	
Total Library Requests		\$3,122.78	\$16,105.54	\$32,550.00	49.48%	\$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		\$29.57	\$86.11	\$500.00	17.22%	\$210.02
Non-Profit postage certificate			\$320.00	\$300.00	106.67%	\$275.00
Postage			\$178.43	\$600.00	29.74%	\$306.17
Total Marketing and Mailing Expenses		\$29.57	\$584.54	\$3,050.00	19.17%	\$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		\$32.75	\$39.70	\$50.00		\$41.70
Volunteer expense			\$0.00	\$500.00		\$135.84
Total Misc. Expenses		\$32.75	\$39.70	\$1,200.00		\$311.11
TOTAL ALL EXPENSES		\$3,292.36	\$16,837.04	\$37,500.00		
Accounts						
Checking		73824.17		\$76,800.65		
Savings		1140.28		\$1,139.55		
Capital Projects Improvements Accounts 5 CD's		53782.21		\$53,204.80		
Total Accounts		128,746.66		\$131,145.00		
Encumber for storage shed				\$20,000.00		-
Grants						
Sensory Space	\$5,000.00					
Miller grant for YS program	\$650.00					
Grants Total	\$5,650.00			\$5,650.00		\$5,650.00

Friends discussed putting more of the funds currently in the checking account into CDs, as interest rates are higher recently. As the due dates for our CDs are staggered, we have access to funds if needed when some CDs come due. Edye made a motion to put \$30K from checking into a CD. Amy seconded the motion and friends approved.

REQUESTS

1. Name: Jennifer Soucy Funding Amount:\$600
What is the funding for? Photography Workshops

Last year, we had a photographer that had a session of workshops for teens. His name was Tom Fox. We had feedback that adults would have been interested in the program. Tom applied for the art grant and unfortunately was not selected. His workshop is four sessions of two hours in July and August.

Category: Programming

Date funding is requested for: ASAP

Friends approved the request

Website, Facebook, Publicity, Newsletter

No report

BOOK NOOK

The Nook runs until Sept. 11 Saturdays at the Crossings from 9am-1pm. Sales are going very well. Volunteer spots are available, so please sign up if possible. Tori made some nice handouts about volunteering we can distribute. The farmers market is very small this year.

SUMMER READING KICKOFF

We will sell books during the event

June 25th, 4-7pm in the library parking lot

3-5 shift includes set-up

5-7:30 shift includes clean-up

Mary and Amy will be there. We need additional volunteers for both shifts. We can use the iPad for credit cards, with a \$5 minimum. Sean will have tables for us. We'll need \$20 in change.

COMMENTS/QUESTIONS

We will have the fall book sale on Sept 19-22nd.

There will be an opportunity to volunteer to do Trunk or Treat at the Crossings.

The meeting was adjourned at 7:04 pm. **The next meeting will be held on Tues. July 9th, in person at the library at 6:00pm.**

Meeting Minutes respectfully submitted by Mary Van Ullen, Secretary.