

NPL Friends Meeting

April 9, 2007

Carole Barker
Martha Barrett
Ken Bateman (chaired meeting)
Judy Blachek
Tina Donovan
Carol Eyman
Jeannette John
Mark King
Vickie Meagher
Marjorie Morse

Minutes from March: In report on "daily sales" add "per month". Add wording around membership total to reflect that 87 is for year ending 2006.

Treasurer's Report: Current balance: \$9315.51; Tina will begin separating memberships vs. daily sales. Daily sales for March were \$678.78. We sold 2 *Then and Now* books, 14 tote bags, and 1 packet of notecards. Report Approved.

Membership: As of meeting date and based on new membership year starting January 1: 40 total (26 renewals; 10 from 2006 Fall timeframe; 4 new since January).

Fundraising

Book Bags – we have about 60-70 left

Note cards – Carol suggested that we discount the cards so we can move them; we agreed to do a special for the book sale – 50% off; \$5.00 for a pack; \$1.00 for individual cards (will need posters for this). We also decided to pull the cards from DesignWares since they are not selling there.

Book Sale

- Use the "fill the book bag" special again – look for sign that says what we charged (we think it was \$20); does not include specially-priced books.
- Create poster again to put up in Main Street stores; send to core team.
- Sorting schedule looks good except for Sunday, April 15 so we are cancelling sorting on that day; sent schedule around for adjustments.
- Need more shopping carts.
- Propose putting an ad in the paper: run for Sunday before (April 15), Thursday (April 19), Saturday (April 21) – spend up to \$180.00. 2 inch x 2 column; content: Book Sale at NPL, dates and times.
- Put a big sign in the Library for the sale.
- Change prices of children's books: Up it from 5 for \$1 to: 4 for \$1 for paperbacks; \$1 hardcover.
- Martha is doing donut run; we'll give her a specific order.
- Tina is getting the money for register.

Director's Update

- Joe is at alderman's meeting defending budget for library

- Renewed live homework help subscription; found a video for the homework help that we can have tailored for us
- Assistant Director's job – have a couple candidates
- Library assistant – have candidates
- Chandler Library – there are some interested parties
- Improvement in behavior in teen room (Bill came back)
- Next week April 15-21 – national library week; activities include the art walk, Zorro silent film, etc.
- Open Sundays until and including May 20
- Circulation up 7% for first quarter of 2007
- The same day as the book sale, Barnes and Noble is raising funds for NH libraries – 20% of purchase price will go to Great Stoneface award for children
- There is a new movie telephone line – 589-4646; callers can listen to what movies are playing for the next few weeks; advertising movies is difficult per licensing company – can't put names of movies on website

Financial Requests

- Books for Babies (Kathy Bolton) – Kathy spoke to someone at Concord Hospital and found out that the books actually get stuffed in the package – they are giving *Oxcart Man* by Donald Hall (poet laureate from NH); the person doing this is a Friend or works for the foundation . Kathy also talked to the Baker and Taylor rep about discounts; the library is already getting the best discount they can; maybe we can go through publisher themselves to get a better discount. Kathy called Putnam and there is a quote request process we can try – pick out the book or books we want and submit the request. Types of books? Wordless board books are limiting to infants; nursery rhyme book good possibility. Kathy thinks the wordier book would be better; she will investigate some good titles and prices, etc.
- Teen summer reading program – the teens earn 50 cents for every book they read (if on school's list it is 75 cents); money goes to charity – Habitat for Humanity; we approved a maximum \$150.00.
- For the Adult reading program we approved giving a free notecard to all who sign up.

Miscellaneous

- Margie recommended that the Friends join FOLUSA (Friends of the Library USA) for \$40 for a year; this group offers many resources for us; approved.
- Margie will look into options for insurance for the group (through FOLUSA)
- Judy met with the accountant re: tax-free status; our packet is in good shape and the accountant won't need more than \$500 to complete; she will be power of attorney so she can talk to the IRS for us; Judy has mail for her and will follow up with comments/input; we do not have to file income tax until we take in more than \$25,000 in a calendar year.
- Through the tax-free process Judy discovered that the federal government requires 5 members on the Executive Board. We agreed that Carole Barker would become 2nd Vice President; Judy needs to modify by-laws to reflect the change
- We need an annual meeting – all membership has to be notified of it 30 days before through email or notecards; the by-laws would be voted on at the annual meeting but need to be available 30 days before.

Action Items

Anyone in the sorting room	Look for our old poster for book bag special at our sale; but we agreed on \$20 for a full bag with no specially priced books
Kathy Bolton	Investigate good titles and prices for Books for Babies program
Ken Bateman	Not really an AI, but waiting for response from Chelmsford Library Friends person who sends membership letters to specific groups
Bruce Marks	Talk to Carol – several posters needed <ul style="list-style-type: none"> - Big poster for library re: sale - New pricing for children's books (4 for \$1 for paperbacks; \$1 for hardcover)
Carol Eyman	Post notice on website Re: book sale
	Need big sign re: Book Sale in library (Bruce)
	We need more shopping carts in the sorting room
	Have Bruce create 2 posters for special on notecards (\$5 for a pack; \$1 for individual cards – 50% off)
Judy Blachek	For May meeting, add agenda item for reviewing need for museum passes.
	Write letter for Hannaford book drive
	Send the book sale poster to the core team so it they can post as needed
	Contact non-profits re: attending end of book sale
	Update by-laws to include change to 5 Board members
	Pull notecards from DesignWares
	Complete NH tax-free status
Marjorie Morse	Get name on bank account
	Make two changes to March minutes and resend (daily sales per month and membership of 87 at end of 2006)
	Put ad in Telegraph for Book Sale (Sun/Thurs/Sat)
	Sign NPL Friends up to join FOLUSA
	Investigate insurance options through FOLUSA
	Send Book Sale reminder to email dist list
Tina Donovan	Get money for cash register for book sale (Friday)