

NPL Friends Meeting

December 10, 2007

Attendees:

Carole Barker
Martha Barrett
Ken Bateman
Gautam Babu
Judy Blachek
Kristy Donaghy
Carol Eyman
Mark King
Charlie Matthews
Marjorie Morse
Erin Powers

Next Meeting: Monday, January 14, 2008

November minutes: Accepted.

Treasurer's report:

Account balance: \$21,546.66.

Daily receipts: \$516.43

Membership update:

Currently 92 members.

Fundraising:

- Taking over Filter Fresh coffee machine in library – decided not to do this.
- Spring book sale – April 11-13, 2008

Director's update: (Carol Eyman)

- Self check-out software ordered for the Children's Room w/English and eventually Spanish.
- Trustees voted to open on Saturdays in the summer.
- Christmas Eve – closed at noon; New Year's Eve – closed at 5:30.
- Building committee went on field trip to Greenfield, Keene, and Hopkinton libraries to view building renovation/remodeling projects involving potential architects for the East Wing.
- Reception for previous/new alderman and mayor, Board of Education held at library – Friends paid for refreshments.
- Kiosk is on its way for refurbishing and is due back in a month or two.
- Kathy Bolton is looking to reupholster the reading chair in the Children's Room and may ask us for funding.

Financial requests:

- Last year we approved movie licensing and are being asked for funding for 2008-2009 (exact dates): we approved \$950. Kristy will talk to Bruce about process.
- Museum passes: We received \$500 from the rotary; the library can budget \$1000 toward museum passes; still need \$2825. Will have our budget committee look at how we pay for passes. Agreed to allocate Rotary donation to New England Aquarium passes.

Programs update:

- NHHHC – Ski program was good but not well attended.
- Program about Annie Londonderry, a local woman who bicycled around the world - \$400. Sounds good but Carol/Judy will contact other libraries/Friends of libraries for “references” and to see what kind of turnout they got before we make a decision.

Miscellaneous:

- Tent customization – in process
- Holiday party (Charlie Matthews) – brought sign-up sheet
- Tax-free – done
- Books to Babies – gave brochures to hospitals about 4 weeks ago; no one has come in yet
- Membership chair – Erin Powers has offered to help out
- Setting up '08 Budget – committee needs to meet
- Press release on Friends accomplishments – in process
- 2008 membership appeal – committee needs to meet

Other issues from floor:

Fountain pump is broken and would cost \$9000 to fix.

Action Items

Ken Bateman	Continue working website issues for PayPal.
	With Margie and Judy, form membership appeal committee.
Carol Eyman	With Carol, contact other libraries/Friends of libraries for “references” on the Annie Londonderry program and to see what kind of turnout they got
	Work on budget committee with Carole and Kristy.
Judy Blachek	With Carol, contact other libraries/Friends of libraries for “references” on the Annie Londonderry program and to see what kind of turnout they got
	Add discussion about Annie Londonderry program to January agenda
	Send a thank-you note to Hannaford and to the Rotary for their grant and donation.
	With Ken and Margie, form membership appeal committee
Marjorie Morse	Go to bank with Judy and Kristy to put name on bank account (after tax paperwork is complete).
	Check into what other Library Friends groups use for membership tracking software.
	Update brochure (when supply dwindles) to include PayPal info, the Senior age, and any decision we make on terms of a membership year
	With Ken and Judy, form membership appeal committee.

	Write and submit press release for Friend's accomplishments and financial contributions to the Library; include specifics on amounts.
Kristy Donaghy	Talk to Bruce about process for funding movie licenses.
	Set up budget committee with Carol and Carole.
	Investigate cost/process for customizing our new tents.
Carole Barker	Work on budget committee with Kristy and Carol.
Team	Document any specific role you had in the book sale and send info to Judy; send any other ideas/suggestions as well.
	Determine how to stagger Board member roles.