

Friends of the East Greenbush Community Library
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June 18, 2024 Meeting Minutes

ATTENDANCE:

Julie Ann Price – President
Shay Harrison - Vice President
Liz Reyner – Treasurer
Diana Vance - Secretary
Diana Valenchis - Adv. & Awareness Co-Chair
Ei Aung - Membership Co-Chair
MaryAnn Baird - Membership Co-Chair
Jill Dugas Hughes - Library Director
Mari Harris - Library Board of Trustees President
Susan Bell - Library Liaison

Linda Murphy
Mary Kolb
Dinah Farrington
Betty Bellino
Theresa Mayhew
Barbara Mootrey
Linda Kospa

CALL TO ORDER:

The meeting was called to order at 6:01 PM.

MINUTES: Minutes from the April 16, 2024 meeting were reviewed. Two revisions were identified and amendments will be made.

MOTION: Ms. Mayhew made a motion to accept the minutes as amended.
2nd Ms. Murphy. All in favor. None opposed. The motion carried.

TREASURER’S REPORT:

Ms. Reyner reported that \$10,000 has been transferred into an 8 month CD with an option to continue at the end of the 8 month period. Additionally, the report reflects the Library grants approved at the prior meeting.

MOTION: Ms. Murphy made a motion to accept the Treasurer’s Report ending June 18, 2024, in the amount of \$54,204.88.
2nd Ms. Baird. All in favor. None opposed. The motion carried.

LIBRARY REPORT:

- Ms. Dugas Hughes presented 2 grants for a total of \$7,000. To date in 2024, the Library has received \$30,100 in grant funds from the Friends.
- Grant 1: Updates to the Library of Things Collection for Youth Services

- Total - \$4,000

MOTION: Ms. Mayhew made a motion to approve the Updates to the Library of Things Collection for Youth Services grant for \$4,000.

2nd: Ms. Reyner. All in favor. None opposed. The motion carried.

- Grant 2: Volunteer Recognition Program grant - includes the volunteer event as well as other small items and tokens of appreciation throughout the year. This is part of the Library's strategic outreach plan.

- Total - \$3,000

MOTION: Ms. Reyner made a motion to approve the Volunteer Recognition Program grant for \$3,000.

2nd: Ms. Mayhew. All in favor. None opposed. The motion carried.

BOARD OF TRUSTEES REPORT:

- Ms. Harris congratulated Ms. Price on winning the UHLS Volunteer of the Year Award for 2023.
- She thanked the Friends for the Tshirts for the Memorial Day Parade which were worn by representatives from the Board, the Library, and the Friends.
- She advised that the Board is still looking for two Trustee candidates.
- She advised that the Board may request the Friends support in the Budget Public Hearing in regard to support for funding from Schodack.
- Ms. Harris presented the renewal of the MOU which must be renewed each year. She explained that the MOU differentiates the roles and responsibilities of the Board, Library and Friends.

MOTION: Ms. Reyner made a motion to authorize Ms. Price to sign the MOU on behalf of the Friends pending Board review and approval.

2nd: Ms. Murphy. All in favor. None opposed. The motion carried.

PRESIDENT'S & VICE PRESIDENT'S REPORT:

Board Vacancies

- Shay Harrison has volunteered to fill the position of Vice President for the remainder of the 2024 term. He will be working on standard operating procedures, including working with the Treasurer.
- We are still seeking an Advocacy & Awareness Co-Chair.

MOTION: Ms. Bellino made a motion to accept the appointment of Shay Harrison to Vice President to complete the 1-year term recently vacated by Ms. Aung who moved to fill the vacancy in Membership.

2nd: Ms. Aung. All in favor. None opposed. The motion carried.

ADVOCACY & AWARENESS REPORT:

- There were no updates for Ms. Valenchtis to report since the last meeting. She is seeking ideas for the next newsletter.
- The next newsletter is scheduled for July which will highlight the summer fundraising activities, raffle baskets, and trustees open positions.

FUNDRAISING/BOOK SALES:

Book Donations and Future Sales

- Donations have been unusually slow. They have picked up since the library promoted accepting donations and we added the sign outside the library.
- The Friends need to lay the groundwork now for the day when we don't have enough inventory for 2 sales a year.
- To that end, we are testing different fundraising activities.
- Requesting funds for new signage to increase patron awareness of the ongoing sale- \$300
 - The sign will match the Library of Things signage

MOTION: Ms. Reyner made a motion to pay \$300 for the purchase of new signage for the ongoing book sale shelves.

2nd: Ms. Murphy. All in favor. None opposed. The motion carried.

Mother's Day Flower Sales

- 6 volunteers contributed their time to make over 300 paper flowers
- \$380 was raised less the \$40 materials cost - net \$340
- Ms. Price thanked the volunteers who donated their time
- Based on the success of this event, we plan to repeat it in the future with some modifications.

Raffle Basket Summary

- For June we are testing 2-week intervals on the raffle baskets to see if the shorter timeframe results in higher monthly ticket sales.
- May was a slow month for raffle ticket sales
- We will return to monthly.
- New baskets are Summer Reading and Dog Man and in July will be Saratoga Style and Hunger Games.

Library Lawn-Game Palooza Fundraiser

- A new fundraising event will be held on Saturday, July 20 called the Library Lawn-Game Palooza.
- This event will feature lawn games from the Library of Things and will be a way of highlighting what the Library of Things has to offer, as well as borrowed games from members of the community.
- Every player will get 10 game tickets and one prize redemption ticket (for fair type prizes for children including ideas such as slap bracelets, slinkys, etc.)

- Donations will be voluntary but the main goal is to fundraise.
- We will also have our monthly raffle baskets on display to raise more money
- Mr. Harrison has arranged for Heisenburger's food truck (pulled pork, buffalo chicken, mac and cheese) to be there.
 - Discussions were held regarding additional food truck options to include as well.
- Many volunteers will be needed to make this event a success.
 - Ms. Farrington suggested creating a small committee to organize and run the event and offered to volunteer.
- If the event is moved inside due to rain, there will be a completely different set of games, such as table games.
- Our costs will be limited to some supplies and prizes.
- The goal is to raise between \$1,500 and \$2,500.
- Requesting \$550 for the Library Lawn-Game Palooza supplies and prizes.

MOTION: Ms. Renyer made a motion to pay up to \$550 for the Library Lawn-Game Palooza supplies and prizes.

2nd: Ms. Murphy. All in favor. None opposed. The motion carried.

Great Greenbush Quest

- Second year of the Quest will kick off on Community Day - September 14 and run through October 13.
- Theme this year will be pirates and will make use of the Mango app.
- We are collaborating with the Library on the logistics.
- Friends are responsible for providing supplies, completion prizes, plus any costs incurred for closing celebration. Requesting \$250

MOTION: Ms. Vance made a motion to pay up to \$250 for the 2nd Annual Greenbush Quest supplies, prizes, and raffle baskets.

2nd: Ms. Mayhew. All in favor. None opposed. The motion carried.

Friends Crafting Team

- A new holiday crafting team has been formed under the Fundraising umbrella for paper crafters.
- This team will be responsible for creating book page crafts for the Holiday Season.
- Our fundraising goal is at least \$500.
- An interest meeting will be held next Monday.
- Friends are responsible for providing supplies to make each project which should be minimal.
- Requesting up to \$75 for supplies

MOTION: Ms. Farrington made a motion to pay \$75 for the purchase of supplies for the crafting team

2nd: Ms. Mayhew. All in favor. None opposed. The motion carried.

MEMBERSHIP REPORT:

- Ms. Aung presented the process for clearing out inactive records in the Keela database. Over 80 individuals who have not donated in several years were removed. This is important as Keela charges by the number of records. We plan to do an annual clean up moving forward.
- Ms. Baird reported that \$11,101 was raised in campaign funds which surpassed the goal of \$10,000. There are 213 members.
- We need a Campaign of Awareness. Many people still do not know what the Friends are or how we support the Library.
- Ms. Bell suggested an email blast to patrons. Ms. Price suggested this could occur in the fall for next year's membership year.

NEW BUSINESS:

None

KEY DATES:

- July 20 - Library Lawn-Game Fundraiser
- September 14 - East Greenbush Community Day and the kick off for the Greenbush Quest
- September 17 - elections.
- September 10 - board meeting - off cycle due to the election
- Fall book sale dates have been changed to October 4-6

ADJOURNMENT:

MOTION:

Ms. Mayhew made a motion to adjourn at 6:57 PM.

2nd Ms. Baird. All in favor. None opposed. The motion carried.

Respectfully submitted,

Diana Vance