

Friends of the East Greenbush Community Library
10 Community Way
East Greenbush, NY 12061
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April 16, 2024 Meeting Minutes

ATTENDANCE:

Julie Ann Price – 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
Alexis Mokler - Library Community Outreach

Linda Kospa
Linda Murphy
Mary Kolb
David Gonsalves
Lynne Shultis
Theresa Mayhew
Barbara Mootrey
Betty Bellino
Tom Grant
Stacy Krug

CALL TO ORDER:

The meeting was called to order at 6:03 PM.

MINUTES: Minutes from the February 20, 2024 meeting were reviewed.

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

TREASURER’S REPORT:

Ms. Reyner explained the discrepancy from the report presented at the February 20, 2024 meeting. She explained that it was not a true discrepancy - the purpose of the report is to reflect money between meetings, so the amounts may not match. Nothing has changed in terms of the balances, however, the report has been revised to more accurately reflect the categories.

MOTION: Mr. Gonsalves made a motion to accept the Treasurer’s Report ending February 20, 2024, in the amount of \$79,645.23. 2nd Ms. Baird. All in favor. None opposed. The motion carried.

Ms. Reyner presented the report ending April 16, 2024.

MOTION: Mr. Gonsalves made a motion to accept the Treasurer's Report ending February 20, 2024, in the amount of \$76,298.99. 2nd Ms. Baird. All in favor. None opposed. The motion carried.

Additional items:

- Ms. Reyner reported that the Friends use the Accounting firm Stark and Vasilias for the preparation of the annual tax return. As the Friends are a not for profit, the tax return is due on May 15, 2024. The approximate cost is between \$500-\$550.

MOTION: Ms. Bellino made a motion to retain Stark and Vasilias for the preparation of the 2023 tax return due on May 15, 2024, in the amount of \$500-550. 2nd Ms. Kospa. All in favor. None opposed. The motion carried.

- Ms. Reyner reported that Pioneer bank offers an 8 month CD with an interest rate of 4.5% with a minimum contribution of \$500. She reports that with the surplus on hand, we could invest approximately \$10,000 in a CD to earn this interest. She reports that she will investigate the terms but it would be beneficial to the Friends to make the additional interest. She will follow up with an email containing additional information.

MOTION: Ms. Murphy made a motion to approve the further investigation into the terms of an 8 month CD with Pioneer Bank in furtherance of a deposit. 2nd Ms. Shultis. All in favor. None opposed. The motion carried.

PRESIDENT'S & VICE PRESIDENT'S REPORT:

Board Vacancies

- Eileen Riley, Secretary has to step down for health-related reasons.
- Diana Vance has volunteered to move from Advocacy & Awareness Co-Chair to Secretary to complete Ms. Riley's term that runs until December 2024..

MOTION: Mr. Grant made a motion to accept the appointment of Diana Vance to Secretary to complete the 1-year term recently vacated by Eileen Riley. 2nd: Ms. Mayhew. All in favor. None opposed. The motion carried.

- Alex Bellisario, Membership Co-Chair has to step down due to relocation to California.
- Ei Aung has volunteered to move from Vice-President to Membership Co-Chair to complete Ms. Bellisario's term that runs until December 2024..

MOTION: Mr. Gonsalves made a motion to accept the appointment of Ei Aung to Membership Co-Chair to complete the 1-year term recently vacated by Alex Bellisario. 2nd: Ms. Reyner. All in favor. None opposed. The motion carried.

- There is now a vacancy in the role of CoChair of Advocacy and Awareness. If anyone is interested, please email Ms. Price.
- The position of VP will be left empty for now

Kiwanis Egg Hunt

- 40 Families submitted completion forms for the Kiwanis Egg Hunt. It is likely that more participated but did not submit completed forms.
- The children's librarians indicated that there was positive feedback and that the program was well received.
- The Friends provided completion prizes. Leftover prizes will be used for future events.

ADVOCACY & AWARENESS REPORT:

- There were no updates for Ms. Valenchis to report since the last meeting.
- The next newsletter is scheduled for May 1st which may highlight the museum pass program.
- Ms. Price stated that we are investigating bigger promotions and raising awareness for future book sales. Ideas including involving the YMCA, the Town, the school districts.
- Upcoming dates:
 - The next Board meeting is June 18
 - September 14 is East Greenbush Community Day
 - September 17 board meeting - off cycle due to the election
 - Fall book sale dates will change

FUNDRAISING/BOOK SALES:

Spring Sale was held April 12-14

- 37 volunteers contributed 133 volunteer hours
- Maid Men again did the load in which took 1 hour. Set up and unboxing was complete by 12:30 on Thursday.
- Maid Men also removed and hauled away the old CD storage furniture plus several tables leftover from the furniture upgrade. Ms. Price needed to make an on-the-spot decision to fund the removal of this furniture. Ms. Dugas Hughes reported that the library had attempted to make alternative arrangements for the furniture for many months prior to the sale, including offering them to other libraries for free, but was unable to offload the furniture.

MOTION: Ms. Reyner made a motion to pay \$400 for the removal of old furniture by Maid Men. 2nd: Ms. Murphy. All in favor. None opposed. The motion carried.

- We had 68 qualifiers for the Private VIP Friends sale and 16 attendees. Raised \$170 in sales. Good for a first-time event and hopefully will grow in the future. May consider inviting teachers & school librarians to this event in the future.
- Cookout with a Cop on Saturday was well received but would have been better attended if weather was nicer. 175 people attended.
- Sales were down at the sale and at the ongoing sale so far for 2024. Need to begin to think of other fundraisers or other donation categories for the future. Overall volume of donations has gone down in 2024.
- Leftover books were donated to Grassroots Givers (children's books) and Bulk Book Warehouse (approximately 100 boxes). Nothing was wasted and nothing was kept in the shed. Bulk Book Warehouse is interested in working with the library as well.
- We may need to replenish boxes as a result of donations. A request will be made at a later date as the need arises.
- Sorting team met and debriefed regarding the sale. Audio books did not sell as well as in the past. Approximately half of the DVDs sold. The CD collection was fully purchased. Non fiction books do not sell well. We need to look into avenues to replace audio and DVDs to increase future sales.

- Donations are starting tomorrow.
- Please note the date of the fall book sale will change

Raffle Baskets

- Current baskets are Remember When... and Adirondack Campfire
- May Baskets will be Sisterhood of the Traveling Pants and For the Love of the Library
- Past Baskets - Luck of the Irish (153); Coca-Cola (90)

Mother's Day Flower Sale

- Flowers were made by a dedicated team of volunteers modeled after fundraiser done at the Colonie library
- They will be on sale from May 1-12 - book page flowers will be on sale at the circulation desk for between \$2-\$10

MEMBERSHIP REPORT:

- Ms. Baird presented the Membership Report
- The 2024 membership campaign total is \$10,589 for 196 members split as follows:
 - Average donation is \$55. \$38 was average for 2023.
 - 122 book lovers tiers - \$10-\$49
 - 45 book collectors - \$50-\$99
 - 24 knowledge seekers - \$100-\$249
 - 5 benefactors - \$250 or more

LIBRARY REPORT:

- Ms. Dugas Hughes presented 6 grants for a total of \$15,500. To date in 2024, the Library has received \$14,600 from the Friends
- Grant 1. Teen supplies - including snacks, period supplies, RIF Books (distributed to teens for free and ask them to pass them on to others when done), teen book boxes (very popular concept which has individually curated books specific to the teen as well as crafts and snacks)
 - Total - \$2,000

MOTION: Ms. Kolb made a motion to approve the Teen Supplies grant for \$2,000 to the Library. 2nd: Mr. Gonsalves. All in favor. None opposed. The motion carried.

- Grant 2. Children and Teen Summer Reading Program - includes T-Shirts for staff, books/materials/prizes, presenters, rewards/prizes
 - Total - \$4,500

MOTION: Ms. Reyner made a motion to approve the Children and Teen Summer Reading Program grant for \$4,500 to the Library. 2nd: Ms. Bellino. All in favor. None opposed. The motion carried.

- Grant 3. Fishtank Maintenance Service and Supplies - including monthly servicing, new fish, filters, food, habitat, etc.
 - Total - \$2,500

MOTION: Ms.Murphy made a motion to approve the Fishtank Maintenance Service and Supplies grant for \$2,500 to the Library. 2nd: Ms. Kospa. All in favor. None opposed. The motion carried.

- Grant 4. Playroom Toys - including lego board, train table, play kitchen toys and puzzles
 - Total - \$2,000

MOTION: Ms.Baird made a motion to approve the Playroom Toys grant for \$2,000 to the Library. 2nd: Mr. Gonsalves. All in favor. None opposed. The motion carried.

- Grant 5. Family Engagement Supplies - including scavenger hunt prizes, Take & Make Supplies, Storywalk Books, Diapers/Wipes
 - Total - \$2,000

MOTION: Ms.Mayhew made a motion to approve the Family Engagement Supplies grant for \$2,000 to the Library. 2nd: Ms. Aung. All in favor. None opposed. The motion carried.

- Grant 6. Library of Things Collection - provides community memes with access to non-traditional library items
 - Total - \$2,500

MOTION: Mr. Gonsalves made a motion to approve the Library of Things Collection grant for \$2,500 to the Library. 2nd: Ms. Baird. All in favor. None opposed. The motion carried.

LIBRARY HIGHLIGHTS:

- Ms.Dugas Hughes presented Library Highlights
- Year long reading challenge – Book Lover’s Adult Reading Challenge. Every month has a different theme. Over 100 people in first 3 days of registration. The Library is very excited about this project.
- There was a recent widespread power outage in the community, but the Library maintained power so it served as a warming center and charging station. The Library made the decision to cancel its staff development day to stay open to assist members of the community who did not have power. The Library is very grateful to members of the staff. There was a lot of positive feedback from the community.
- Solar eclipse program. The youth team responded to adult interest and expanded the program to include adult content. Several hundred people participated in the program. Staff worked collaboratively together to pivot and adapt to community needs and requests. Feedback is always welcome so that they can respond and incorporate community need.
- Introduction of Alexis Mokler the new Outreach Librarian.
- Ms. Mokler reported that she attended a multi cultural tolerance fair at Columbia High School. She also attended a fair at Green Meadow. Please feel free to reach out to her with any ideas or events.

BOARD OF TRUSTEES REPORT:

- Ms. Harris presented the Trustees Report

- The Trustees are recruiting for 2 vacancies. The application packets will be available in July. Applicants must be a resident of East Greenbush.
- Ms. Dugas Hughes reported that if you think of someone who is great for the Board but does not live in East Greenbush, the Library is recruiting for its Community Advisory Council.
- The Library has worked to update the Trustee page on the website – thank you to whoever assisted.
- The Trustees budget season is coming up. If you have any thoughts, ideas or concerns for consideration, please email Jill or Ms. Harris
- The East Greenbush Kiwanis has taken on the little free libraries. The two locations will be in North Greenbush.

NEW BUSINESS:

None

ADJOURNMENT:

MOTION:

Ms. Mayhew made a motion to adjourn at 7:00 PM. 2nd Ms. Krug. All in favor. None opposed. The motion carried.

Respectfully submitted,

Diana Vance