

Friends of the Lucy Robbins Welles Library, Inc.

Advisory Board Meeting Minutes

Wednesday, October 12, 2011 REVISED

In Attendance:

Executive Board: Natalie Harbeson (President), Mary Wood (Secretary), Brian Wood (Treasurer)

Advisory Board: Phil Des Jardins, Dori Womer, Ann Marino, Regina O'Connell, Kaye Burke and Marcia Montgomery

Library Officials Present: Donna Miller (Library Director), Lisa Masten (Assistant Library Director)

Library Board Liaison: Sue Wright

Absent: Christy McDonald (Vice President), Anita Wilson, Mary Jane Michaels, Carol Jordan, Maraidh Thomson, Michele Tine and Belinda Santos

The meeting was called to order at 7:05 PM by President Natalie Harbeson.

Secretary's Report: The minutes of the September 14, 2011 meeting were accepted with the following changes: Wormer to Womer.

Treasurer's Report: An adjustment needs to be posted to the Friends Corner Inventory. Brian will be making a Journal entry to reflect the correct amount. The Treasurer's report was accepted as presented.

Presidents Report:

Upcoming Events: The Calendar of Upcoming Events was reviewed.

We have been asked to provide a basket for the 8th Annual Wine and Chocolate Tasting on Saturday November 5th being hosted by the Newington Chamber of Commerce. A basket with items not to exceed 150.00 will be prepared and donated.

We Love Lucy- October 15, 2011: There will be an Information Fair and an Ice Cream Social. Kaye Burke volunteered to register those participating in the Costume Contest.

The FOCL Conference Registration Fee needs to be paid for the conference being held November 5th (please refer to September 14, 2011 minutes for conference details) by October 28, 2011.

Discussion that the Friends should pay 1/2 of the registration fee for each individual attending.

Motion made by Brian Wood that the Friends should limit the payment of registration fees for conferences and workshops to Advisory Board members, Ex-officios and chairpersons of committees to 1/2 of said registration fee per individual attending the conference/workshop so much as the Friends Budget will allow. Motion was seconded and passed unanimously.

The Friends will be doing Library Card Sign up at the polls on Election Day.

The Book Sale will be November 18-20, 2011.

Correspondence: Peter Cimini the author of THE SECRET SIN OF OPI wishes the Friends to buy his books and sell them at the We Love Lucy Event on October 15, 2011.

Vice-President's Report: No report

Library Director's Report: The Friends were honored at the Library Board Annual Meeting.

The Newington High School Class of 1961 had a tour of the library as part of their 50th Reunion Festivities. Many of the people were from out of town besides Christy McDonald's parents. The participants of the tour shared many fond memories with Donna Miller.

Reconfiguration of Circulation Desk/Collection Management: Friends file cabinet was moved, a shelf was moved to the sorting room to alleviate space for the library. There has been a consultant hired to look into making the process more efficient and effective. The book mending area will be moved. The on-going sale items are stacking up and need to be checked more frequently. Dori Womer and Marcia Montgomery kindly volunteered to check the library discards on a weekly/as needed basis to help alleviate congestion in the on-going sale/library discard area.

Assistant Director's Report: E-books can be downloaded to Kindles as well as other E-readers.

There will be a Tech Nite on Tuesdays covering various topics. Flyers are available.

Upcoming events and programs: Glenn Stout- Fenway 1912- Monday, October 17, 2011

Theresa Reynolds- Climbing Mt. McKinley - Tuesday, October 18, 2011

Winter Reading Theme 2012: Snow Better Time to Read. It will begin the second week of January.

New Business: There has been no Social Media Policy written. Book sale web page to be created on the Friends website.

There needs to be a new bin for donations. Marcia Montgomery found one manufactured by Brodart costing \$475.00. It is made of MDF and spring loaded, can hold up to 70 books.

Wine and Cheese Social 2012: To be considered for a date in January 2012. Marcia Montgomery to spearhead.

Wish List: Attached to minutes. Kaye Burke made a motion that the Expansion Fund be increased to \$15, 000.00 and the Wish List Amount be increased to \$10, 000.00. The motion was seconded and passed unanimously.

COMMITTEE REPORTS:

Finance: Brian Wood- No report

Membership: There have been 117 hits to the website since 9/1/11.

Dues letters have been sent out Friday, October 8, 2011.

Book Sale: The Fall Book Sale will be held November 18, 19 and 20.

There was a Steering Committee Meeting. The schedule was presented. 10/22 will be a packing day from 10-12. 10/29 there will be a meeting and more book packing.

50th Anniversary: T-shirt pick up \$8.30 per shirt.

Sending Thank you cards for the Gala. There will be 53 sent out.

WE LOVE LUCY Saturday, October 15, 2011

Rodney Mortensen will be delivering the ice cream, spoon, cups and napkins.

Information Fair

Costume Contest

Newington High School String Quartet will be playing.

Bus Trips: \$469.00 profit was made from the September 17, 2011 bus trip to New York City. The total profit for the year has been \$1539.00

Other Business

National Friends of the Library Week- Friends will need to push membership that week.

Water Fall Festival grossed \$540.00

Library Card Sign up- Three schools on Election Day, November 8, 2011.

Fund Raising: We are out of pens, getting low on the inventory of post cards.

Bakeless Bake sale: The flyer is being edited.

FOCL: Have received new newsletter.

The meeting adjourned at 8:50 PM.

Respectfully Submitted,

Mary L. Wood, Secretary