

**Friends of the Town and Country Public Library  
Minutes of November 10, 2009  
Board of Directors**

- 1) **Call to Order:** Bill G. called the meeting to order at 7:05 p.m.
- 2) **Roll Call:** Directors Present : Bill Grabarek, President; Joan Hansen, Vice-President; Lori Crimmins, Treasurer; Concetta Hedrick, Secretary and Judy Hinger-Borucki, Stacy Groesch, and Marianne Moye. Other Members present: Sharon Kryszak, Dorothy Hanson and Ivanka Grabarek.  
Library Staff: Cathy Korthals, Adult Services. Directors absent: Joseph Kryszak and Jack Hedrick
- 3) **Additions/Changes to the agenda:** none
- 4) **Approval of Minutes Sept. 9, 2009:** no changes. Joan H. moved to accept. Lori C. seconded.
- 5) **Treasurer's Report:** Submitted by Lori C. since 9/10/09 monies collected Membership \$160. Note cards \$2. Cook Books \$810. Coffee bar \$75. Book Nook \$322.76, Barn cards \$5. Calendars \$40. New Fundraisers: Barbie/Tractor \$18.00, Christmas book noon \$75. New Balance \$1616.96. \$3,000 paid to date for Cookbooks.
- 6) **Membership:** Per Stacy G. membership currently at 65. Stacy announced she is resigning as Membership Secretary. She is caught up through January 2010. Anyone interested in this position? Stacy also indicated she had erased all the membership files in her data base and they could not be retrieved.
- 7) **Finance:** Bill G. downloaded a free accounting program for computer generated financials.
- 8) **Hospitality:** Judy H. announced coffee bar donations are down. Volunteers needed 11/21/09 and rest of Dec.09. Dec. 4 is Christmas Stroll and Gingerbread House Workshop. Bill & Ivanka volunteered for coffee bar 12/5/09.
- 9) **Publicity:** Joan H. emailed Elburn Herald information on all the fundraisers.
- 10) **Fundraising:** Raffle tickets will be sold at Christmas Stroll for Barbie & Tractor raffle. 80<sup>th</sup> Anniversary. Cookbooks: 225 remaining. \$3,000 invoice paid. Bill & Lori are working on the Sales Tax Exemption. Need to sell 32 more cookbooks to break even. Joe K. & Marilyn O. will try to sell more at the Christmas stroll at another city location.
- 11) **Comments Library Staff/Board:** Cathy K. said the new Computer Class schedule is available. The library website is brand new and currently being updated.
- 12) **Old Business:** Joan H. said Children's Craft Workshops continue to see a steady flow with old/new faces-very supportive families of the library. Beginning Saturday 9am parents can call the library to register their children for Gingerbread Workshop-for library patrons only. Judy HB & Tania M. will do the 3<sup>rd</sup> session on Sunday 12/6. The dates are 12/5/09 (2 sessions) and 12/6/09 (Sunday). Volunteer Teens are also helping.
- 13) **New Business:** Once again Friends is holding the Barbie & Toy Tractor Raffle at no cost due to the generous donations of Fran Kitz and the Hogan Walker Co. Dorothy H. worked on the tractor donation once again as well. Tickets are \$1 each/\$6 for 5. The drawing will be held on December 12, 2009 at 12 noon at the library. The Christmas Stroll will be held 12/4/09 5-8 pm. Signup sheet circulated. Friends will serve coffee, cold cider and cookies provided by the library.  
Judy HB has put together an initial draft of guidelines for new policies and procedures in regards to Records Compilation.  
Bill G. will be working on memory storage, digitizing an accounting program and email/membership/address, etc...setup.
- 14) **Other Business:** Bill G. said the Library Historical documents belong to the library. Plans are in process to digitize and preserve them. A room at the Community Center is being used for storage. A body of volunteers is needed and an email will go out to all Friends' members. Volunteers should not have known allergies, especially to dust. They will do the preliminary prep work and must handle the paperwork/photos with great care. The village will conduct a meeting to organize the project. Cathy added they will need an expert or group of experts for the actual digitizing, etc...
- 15) **Adjournment:** Bill G. adjourned the meeting at 7:42 p.m. Judy HB moved; Stacy seconded.

**Important Dates – Mark your Calendars**

**2010 Meeting Dates:** January 14, March 11, May 13, July 8, Sept. 9

***PLEASE REMEMBER TO SUPPORT "FRIENDS" & BUY THE NEW 80<sup>th</sup> ANNIVERSARY COOKBOOK!***

Respectfully Submitted  
Concetta Hedrick, Secretary