

Friends of the Town and Country Public Library
Minutes of July, 11 2013
Board of Directors

- 1) **Call to Order:** Joan Hansen called the meeting to order at 7:02 p.m.
- 2) **Roll Call:** Directors Present: Joan Hansen, Executive Vice-President; Bill Grabarek, Treasurer; Tania Miller, Secretary; JoAnn Vanthournout, Jack Shallberg. Other Members present: Pat Schuberg, Helen Harford, Robert Harford, Ivanka Grabarek, Alan Guthke, Sandy Kaczmariski. Directors absent: Lori Crimmins, President
- 3) **Additions/Changes to the agenda:** none.
- 4) **Approval of Minutes:** 5/16/13 Joan H. motioned to approve minutes after changes. Bill G. moved; JoAnn V. seconded.
- 5) **Treasurer's Report:** Submitted by Bill G. current balance as of 7/11/13 = \$997.56 Gross revenue through today \$6538.15 Expenses \$40.59 Net \$6497.56. Gifts to Library at 5/16/13 meeting and Kohl's grant \$5500.00 total. Joan H. motioned to approve report/balance, Robert H. first and Jack S. seconded. Kohl's grants are the highest amounts for a business (\$500/volunteer/event).
- 6) **Membership:** Current membership is 40. Bill G. will push for more members. Renew membership at preview night, 8/15/13, 7-8pm. Bill recommended price changes in membership: \$5 for individual, \$10 for family, and \$25-99 for sponsor, \$100 for donor. A motion to change the membership fee by Bill. Joan H. first, Alan G. seconded.
- 7) **Hospitality:** Coffee bar going well, not a money maker but it's fun and nice and relaxing per Joan H.
- 8) **Publicity:** The Elburn Herald printed blurb of Friends donation (\$5000 on 5/16/13), but not picture per Joan H. Also, book sale information is in the Elburn Herald.
- 9) **Fundraising:** The historical notecards have not sold since last meeting, except one at this present meeting per Joan H. A second set of notecards was discussed with new ideas: old buildings, sporting events, or Elburn day parade pictures. Amy G. will need to be contacted to find new pictures for the notecards. Per Joan H. the library wants to promote their Historical Society collection and feel that the notecards are a great idea. Also, the library wants to display items in a permanent display case. The notecards cost the Friends \$1/6 cards and are sold at \$5/6 cards. The notecards are located by the circulation desk. Bill G. moved for a second set of notecards, Helen H. seconded. The Page a Day Calendars (48) have been purchased per Joan H. Twenty-five calendars are given to homebound patrons. The Friends pay \$2.50/calendar and sell for \$5/calendar. The book sale is August 16 & 17, Friday 9am-3pm and Saturday 9am-12pm Preview night for members on Thursday, August 15 with membership payment. Per Al G. volunteers are needed in 2-4 hour slots, Friends members and library staff help with set-up. The volunteer sheets were passed around the room, estimated 40-45 volunteers needed. Per Al G. the week's schedule: Monday (8/12/13) moving shelves, setting up tables, and sorting books; Tuesday (8/13/13) sorting and setting up both rooms and pizza lunch for all volunteers; and Wednesday (8/14/13) finish setting up. The book prices have not changed from last year. Pat S. is in charge of proper disposal of unsold books. Pat S. stated that Better World Books, BWB, is accepting the Friends unsold books. Per Pat S., BWB will ship 250 boxes with packing labels to her house and will pick up the packed boxes on Monday (8/19/13) at the library (within a 4 hour period). Pat S. stated she will order the boxes and contact/find volunteers to help pack the boxes. Volunteer suggestions: Kohl's or Best Buy employees or boy scouts. The book disposal schedule per Pat S.: Saturday (8/17/13) tape up boxes and Kaneville library pickup books, Sunday (8/18/13) tape up boxes and pack up books (1-5pm), and Monday (8/19/13) load up truck. Per Pat S., Friends only expense is the packing tape.

- 10) **Comments Library Staff/Board:** No staff present. But, an opening on the library board of trustees has been filled by the executive board: Jennifer Wold for 2 years.
- 11) **Old Business:** None.
- 12) **New Business:** Robert Harford, Helen H.'s husband, is helping with the Friends website. Robert H. gave out a handout about himself and his company and suggestions for inserts on the websites. Contact Robert H. by email: ljdweb@comcast.net . Per Robert H. lots of suggestions to post on the Friends website: meeting dates, pictures of people, pictures of notecards with background information, upcoming Friends events, fundraising, link to library website, membership brochure/ information, meeting minutes, board members, upcoming library events (summer reading program), book sale, pictures with captions, opportunities for volunteering, plant sale information/pre- order forms, and archives. Also, the website would offer membership forms to print. Robert H. stated that movement and lots of information is important to the Friends website. Also, Joan H. can send pictures and publicity to Robert H. and Tania M. can send the meeting minutes too. Joan H. motioned to accept Robert H.'s Friends website, JoAnn seconded. Per Joan H. a monetary gift needs to be given to Debra S. for all her many years of donated services with the Friends website. Joan H. motioned to give Debra S. \$100 gift card to Geneva Commons, Bill G. seconded.
- 13) **Donation to Library:** No donation given.
- 14) **Adjournment:** The meeting was adjourned at 8:50 p.m. by Bill G. and Jack S. seconded.

Respectfully Submitted
Tania Miller, Secretary