Minutes of the Friends of the SFL Board

Work Meeting Date: August 16, 2017

**Attendees**:

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| --- | --- | --- |
| Gail Sarofeen | Lauren Johnson |  |
| Shelagh McCauley | Carol Kelly |  |
| Kecia German |  |  |
| Rebecca Aliberte |  |  |
| Rosemary Howarth |  |  |
| Leslie Pearlman |  |  |
| Guests: | Beth Pocock |  |

**Welcome & Approval of Minutes:**

The minutes of June 21, 2017 were approved without revision. There was no Board meeting in July.

**Treasurer’s**  **Report:**

All financial records for the 2016-17 fiscal year have been submitted to the SFL for audit and tax purposes. The Treasurer’s report for August was presented by Carol Kelly revealing we have $ 11,645 in unencumbered funds with YTD income of $ $1,050.

**On- Going Business Updates**

**Asst. Director’s Report:**

* Beth estimated the volunteer hours for the Friends as the deadline was fast approaching.
* The new teen area looks very inviting as evidenced by the photo shown to the group.
* A “Weekend with Thoreau” will be presented on 9/14-16. Events will include a reading of “Civil Disobedience” from a pamphlet funded by the Friends and a walk through Dogtown.

**SFL Board Liaison:**

There were no meetings this summer of the SFL Board. A study is in progress of ways to alleviate the dampness in the Saunders House basement. Jane Mead will act as a liaison from the Saunders House Restoration Committee to report on their efforts.

**Friends Pamphlet:**  A work in progress…

**Committee Reports**

**Products:**

A new order of t-shirts has arrived.

**Membership:**

The committee will meet next month to kick off the 2017-18 membership drive. The committee would like to solicit $50 business memberships as discussed in past years.

**Fundraising/ Bling Fling:**

* Lauren presented a draft overview of the Bling and the important dates should be noted. Jewelry, scarves and pocketbooks will be sold. Donations will be solicited from the public and these items will be stored in marked containers in the Cage for processing.
* A committee kick-off will be held on 9/11 from 2-4PM with additional meetings on 10/18 from 2-4 and 11/15 from 1-3PM. Sorting and prepping donations will be held on Mondays from 10-12 in November and early December. Lauren will get a sense of appropriate pricing from 2nd Glance. Save your plastic bins, shoe boxes to store items. The sign-up sheet will be emailed for monthly volunteers to sign up to process donations.
* The sale will run for 3 days including a “Friends Only” Thursday preview sale. Carol will begin work on publicity.

**Art Auction:**

* The Art Auction drop-off by artists will take place on 8/28 to 8/30 with art to be hung on 8/31. The volunteer shifts are 10-1 and 1-4 PM. Several volunteers are needed on 8/31 after 1PM. Please contact Gail to sign-up.

[Note: Art hanging has been rescheduled for Friday at noon.]

* North Shore Bartending will be hired to provide a bartender from 6 to 9 PM as well as the needed liability policy.

**Book Committee:**

* YTD income was reported by Leslie as $581 with Sales Spot income rising. A 2nd cash box will be purchased. More shelves will be installed to expand offerings as the Cage is already overcrowded. Leslie will place genre labels on the shelving and a special children’s aisle will be created.
* Unwanted books can be set aside for More Than Words. Toss out old and discolored books. Carol will coordinate with the Temple to pick up a large assortment of books on Judaism.
* Book donation assignments for the rest of the year are noted below. Let Kecia know if you can fill an open slot. [List was updated with additional volunteers.]
  + August: All hands on deck
  + September: Carol / Lauren/Gail
  + October: Leslie/ Rebecca
  + November: Shelagh/Rosie
  + December: Colleen/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Kecia German will be stepping down as book sale chair as of 10/1. If you are interested in filling this slot, please contact Gail. Shelagh has volunteered to assist anyone assuming this role as will the Book Committee. There is a detailed work plan which outlines tasks by month.

**Adjournment:**

The meeting was adjourned at 5:30 PM. The next meeting is on 9/20/2017 at 4PM in the Davidson Room.