▪ ` **Minutes of the Friends of the SFL Board**

Meeting Date: October 17, 2018

Davidson Room – 2 Dale Avenue

**Attendees:**

Rebecca Aliberte, Dennis Corkery, Kecia German, Colleen Hogan-Lopez, Rosemary Howarth, Carol Kelly, Lauren Johnson, Shelagh McCauley, Jane Mead, Leslie Pearlman and Gail Sarofeen.

**Guests:** Simon Paddock, Deborah Kelsey, Jeff Shindell, and Dawn Benson from Gloucester Public Schools (she is working on a civic project involving meetings).

Absent**:** Emily O’Malley

**Welcome & Approval of Minutes:** (Rebecca Aliberte)

▪ The minutes of September 19, 2018 were approved with a minor correction to note that the cost per T-shirt is $9.40 and not $9.15 as previously indicated.

**Treasurer’s Report:** (Rosemary Howarth/ Carol Kelly)

 ▪ See attached report. Current balance is $16,170.68.

**Director’s Report:** (Deborah Kelsey)

• Release of prior Art Auction funds totaling $27,000 continues to be a work in progress.

• The Building Committee is in a new process with the firm of architects. The Monell building has problems with the integrity of the floor but there are no immediate concerns.

• The cost of new projection and screening equipment for the main floor has been deemed to be on the order of $28,000. Carol pointed out that this was a much more ambitious idea than the Friends had envisioned. Deborah will look into a simpler process to raise the screen in the main floor of the library as well as obtaining a better projector.

 • Ann-Marie Anderson is a new trustee of the Board of the SFL.

**SFL Board Liaison:** (Simon Paddock)

• Simon indicated that the members of the Board of the SFL were impressed by the Art Auction.

 • The SFL Annual Appeal will start on November 1.

 • New software has been obtained and it is hoped that the Friends may be able to share in its use, using their own data management and without open sharing of our membership data.

• Simon asked the Friends to think about how they might participate in the fund- raising effort for the new building. This campaign will not start for at least another year.

**Saunders House Liaison:** (Jane Mead)

▪ An inspection of the Saunders house has taken place with reference to its functional space for the library in the future. The house is more than 250 years old and many systems might need to be replaced. Would it be physically connected to the new library? In order to meet ADA requirements an elevator would need to be installed. Because of weight restrictions only the ground floor could be used to hold books. Upstairs rooms could be used for meetings. The basement could be used for archival storage. Upwards of two million dollars would need to be spent.

**Committee Reports:**

**Products:** (Dennis Corkery)

• Inventory is satisfactory at this time. A motion was approved to purchase 25 small and 50 large shirts, costing approximately $675.

• New notecards will be assembled before the Middle Street walk in December. Leslie is ordering new paper stock and photographs to create the cards.

**Membership:** (Lauren Johnson)

• Current membership is 113. Last year’s total was 136. More Benefactors have joined this year.

• Winners of the gift baskets for August and September have been announced. A third drawing will take place this month.

 • Last year’s total membership raised $6290 and to date $4880 has been raised.

**Book Committee:** (Kecia German)

 • YTD Sales Spot earnings total $692.28.

• Books without dots will be removed and disposed of unless they appear to have good value if we have an annual Book Sale. The rest will be donated to Addison Gilbert Hospital, The Open Door or More Than Words.

• Mini genre sales will start with MYSTERIES for Oct-Nov. time span. After November 16 ENTERTAINING FOR THE HOLIDAYS will be the theme. DIET and FITNESS will be the theme for January.

 • New signage will be obtained in order to jazz up the Sales Spot.

 • Carol will send out an e-blast regarding upcoming genre offerings.

• A motion was passed granting Lauren up to $250 in order to purchase a new cart for Addison Gilbert books. Deborah offered to purchase the cart through the library vendor.

• Any decision regarding the annual Book Sale has been deferred pending the results of the special genre sales. Kecia provided a 3 year summary of revenue from the Book Sale (see attached).

**Art Auction:** (Gail Sarofeen)

• Gross sales totaled $11,595 with $4747 being paid to artists. Net profit is estimated at $6848 with additional expenses expected. Suggestions were made in order to improve next year’s event.

• Kecia will contact the Corporate Communications Committee to ask that a liaison be appointed to the 2019 Art Auction Committee.

• Carol will provide Kecia with existing data in order to create a master list of Art Auction participants, including artists.

**New Business:** None

**On- Going Business Updates:** Nothing to report

**Next Meeting Wednesday, November 14 at 3pm**

**Adjournment:**

A motion was made, seconded and unanimously approved to adjourn at 5:40 PM.

Submitted by: Shelagh McCauley