

Friends of the Lucy Robbins Welles Library, Inc.

Advisory Board Meeting Minutes

February 9, 2011

In Attendance

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

Advisory Board: Kaye Burke, Phil DesJardins, Carol Jordan, Andrew Kerantzas, Ann Marino, Christy McDonald, Regina O'Connell, Belinda Santos, Anne Sousa, Dori Womer

Library Officials: Lisa Masten (Acting Director)

Absent: Mary Jane Michaels, Maraidh Thomson, Michelle Tine, Brian Wood (Vice President), Sue Wright (Chair, 50th Anniversary)

The meeting was called to order at 7:10 p.m. by President, Natalie Harbeson.

The minutes from the December meeting were accepted as read.

Treasurer's report was accepted as presented.

PRESIDENT'S REPORT – Natalie reminded the Nominating Committee needs to send out the survey to Board Members in the near future. We need a new Secretary and Treasurer for next year. If all Board members return, there is still an opening for one more person. Please respond to the Nominating Committee in a timely and positive way when contacted.

FOCL is sponsoring a Mini-Boot Camp on April 9, 2011 at the University of Hartford and Natalie has been asked to be on the Presidents Panel. Patty Foley has been asked to be on the Treasurer's panel. The other panel will be for Book Sale Chairs.

Book Lovers Calendars for 2012 can already be pre-ordered. Do we want to order them for the Friends' Corner?

VICE PRESIDENT'S REPORT – No report

LIBRARY DIRECTOR'S REPORT – Lisa Masten reported that we have a new Library Director, Donna Miller. She will begin April 4, 2011. She was the Assistant Director at the Avon Public Library.

The HVAC Project is done.

Winter Reading brought in 170 adults and 350 Children.

Programs coming up are as follows:

March 15, 2011 at 7 p.m. the Friends will sponsor “Designing for a Better Garden” by Rita Bond and the Board of Trustees will present a Hanel Concert with “Hot Cat Jazz Band” performing on March 27, 2011 at 2 p.m.

The Library has purchased 2 Nooks preloaded with books that can now be borrowed.

NEW BUSINESS – The Long Term and Strategic Goal Planning Committee will meet again after the Book Sale.

The March meeting is scheduled for the 9th of the month and this is Ash Wednesday. It was decided to change the meeting to the 16th instead.

Hanel Concert “Hot Cat Jazz Band on March 27, 2011 at 2 p.m. – Lisa asked if we are willing to sell refreshments again. We agreed and she will inform the Board of Trustees at Monday’s meeting if Brian doesn’t.

BULK MAILING – Joann Cromwell and Fred Berner went to the Post Office to do the last mailing. There is Software available with forms and price increases. We will think about buying it.

COMMITTEE REPORTS

FINANCE – We have 2 CDS at Peoples’ Bank that are come due on February 23, 2011. One for \$30,112.34 is earmarked for the Budget and one for \$47,748.27 for the Building Fund. Also, there is one CD at Webster Bank for \$20,965.47 also for the Building Fund. This is coming due on March 10, 2011. Andrew brought up the possibility that there could be other avenues with higher paying interest out there. We will trust the Finance Committee to make an informed decision concerning the CDS.

MEMBERSHIP – Anne Sousa reported on her work with Patty Foley concerning the new “Apricots” program. Anne outlined the duties involved with the system.

BOOK SALE – The Senior Center is all booked for the Book Sale. The sale runs from April 29, 2011 – May 1, 2011 this year.

We need a replacement for the Volunteer Coordinator. The Book Sale Steering Committee will deal with this.

NOMINATING COMMITTEE – Ann Marino has copies of last year’s surveys. The Committee will edit them and get the Survey Forms to the Board Members.

COMMUNICATION

MAILING – Kaye Burke reported that the mailing went fine with about 20 people helping.

WEBSITE - The Library site has added our new members to the Friends page.

FACEBOOK – Maraidh and Natalie will meet on February 11, 2011 to work on this.

EVENTS

- a.) Wine and Cheese Social was a big success. Many people asked when we would do this again. We sold 114 tickets at \$10.00 each. The Teacup Auction made \$326.00 for a total of \$1,466.00. Our expenses were approximately \$991.00. Thanks to Lisa Masten for all her help.

- b.) 50th Anniversary Committee – The Committee has found a Graphic Artist to help with the 50th Anniversary. The Gala will be at the Shrine Center in Newington. Tickets will sell for no more than \$45.00 each with a cash bar. We will only sell 200 tickets. The Gala is set for June 18, 2011.
- c.) Bus Trips – Regina reported that there is a bus trip scheduled for New York City on April 19, 2011. It will cost \$38.00 per person. She is working on the possibility of Newport in the summer and New York City again in October.
- d.) Business Showcase – The Business Showcase is March 19, 2011 from 10 a.m. – 4 p.m. Volunteers are needed to man the booth.
- e.) Annual Meeting – One idea is to have the new Director be the guest speaker. We will put this on hold until after the Library Board meets. Another idea was to have a Friday evening meeting. Natalie asked for volunteers to work on planning the meeting and Marcia, Dori, and Carol will join Natalie on the committee.

FUNDRAISING

- a.) Friends' Corner – Lisa will order the Book Lover Calendars
- b.) Summer Reading – The Library is doing a travel theme. A motion was made to allocate \$600.00 for Summer Reading out of excess funds. Seconded and approved.
- c.) Macy's Gift Wrap – We only made \$50.00. Macy's was not conscious of the terrible location they put the gift wrapping table in. We won't do it again at Macy's but may at some other location.

ADVOCACY COMMITTEE – No report

ADOPT-A-SHELF – No report

FOCL/ALTAFF FOCL is one of the sponsors of the first annual Connecticut Book Festival on May 21st and 22nd at the University of Connecticut, Greater Hartford Campus.

The meeting was adjourned at 8:52.

Respectfully Submitted,

Marcia Montgomery

Secretary