

Friends of the Lucy Robbins Welles Library, Inc

Advisory Board Meeting Minutes

Wednesday, March 16, 2011

In Attendance:

Executive Board: Natalie Harbeson, (President), Mary Wood (Treasurer), Brian Wood, (Vice President)

Advisory Board : Kaye Burke, Carol Jordan, Christy McDonald, , Anita Wilson, Phil DesJardins, Regina O'Connell, Belinda Santos, Maraidh Thompsen, Ann Marino, (Acting Secretary)

Library Officials: Lisa Masten, (Acting Director)

Absent: Dori Womer, Marcia Montgomery (Secretary), Andrew Kerantas, Dori Womer, Anne Sousa, Michelle Tine

1) The meeting was called to order at 7:05 PM by President Natalie Harbeson.

2) Secretary's Report: The corrected minutes of February 9, 2011 were accepted as amended.

3) Treasurer's Report: The treasurer's report was accepted. It was noted that the monthly rate for flowers increased to \$40.00 in January 2011.

4) President's Report: The calendar of upcoming events was reviewed.

i). the FOCL Boot camp to be held April 9, 2011 at the University of Hartford has 2 presenters from the Friends. Those who want to attend need to get their names to Natalie ASAP.

ii) The Budget for the Library will be presented on March 31. Currently, the Manager is recommending a \$5000 decrease in the book portion of the budget. Also, there is a recommendation for a decrease in postage account. On 4/7 the Town Council will present the proposed budget. On 4/12 the Budget will be adopted. The Friends are urged to attend the 4/7 meeting, as advocates for the Library.

5) Vice President's Report: Lisa Masten reported the Library Board's meeting for Brian Wood. The Library Board is planning a reception for Donna Miller

6) Acting Library Director's Report: Donna Miller has accepted the position of Library Director. Her first day will be April 4. She comes to us from Avon Library.

7) Old business: The Friends have their own web site. All Advisory Board members are urged to review the site. The web address is: www.friendsLRWlibrary.org. Patty has uploaded all members. To access the site type in the address. The site opens. In the upper right corner, you will find a box asking "forgot your password." Click on this. Another screen opens. Follow the prompts to create your own unique password. Remember to keep this in an area that you can easily find. At this point, you can access your

own page & can change or update any information.

8)

New Business:

a) Hanel Concert, March 27, 2011 Brian & Mary Wood will be selling refreshments. Music will be provided by the Hot Cat Jazz Band.

b) National Library Week, April 10-17. Snap shot day will be on April 13. Several Friends have volunteered to staff a table at the Library on this day to promote the Friends. Carol Jordan will provide refreshments for the staff at their April meeting.

c) Welcome gift & Reception for Donna Miller. Natalie is working with Eric Rothauser to host a combined reception for Ms. Miller. Date has not yet been determined. It was voted to spend \$35.00 for a welcome gift.

9) Committee Reports:

a) **Finance:** reports were distributed. One CD has come due & has been re-negotiated .

b) **Membership:** Anne Sousa & Ann Marino have been working with Patty to learn the membership process. There is a need for another member. Belinda Santos volunteered to be on the committee. A procedure manual will need to be developed. It was noted that a new Friend signed up through the web site. It is hoped that the site will become more functional .

c) **Book Sale:** The spring sale is scheduled for April 29-May 1. There has been one steering committee meetings. Prices will be increased on the preview night. There will be an ongoing evaluation of this. Time lines have been established and progress is on going. Packing days are scheduled for March 19 & 20, April 16 & 17. An eco-friendly bag has been order for the Sunday Bag sale. This bag will be able to be re-used at subsequent bag sales. The bag cost is \$1.00

d) **Nominating:** Christy reported that the slate for 2011-2012is being developed & will be presented at the next meeting. All advisory board members who have not submitted their survey are urged to do so.

d) **Communications:**

mailing: next mailing date will be March 24. Future dates are May 20, Aug. 18, & Oct. 20

Web site: (Library)-is current

Face book- Maraidh has established a page for the Friends. All members are urged to visit the site.

F) Events

50th Anniversary of the Friends- as yet there is no float for the parade. The Waterfall Festival has been cancelled. Another date for the ice cream social will have to be determined. Theme baskets for the silent auction are in progress.

Business Showcase- To be held Saturday, March 19, 10 AM to 4 PM at the High School Auditorium. Brian will coordinate volunteers

Bus Trip to New York- (April 16, 2011)-at this point the bus is ½ full

5k Road Race-is scheduled for 5/15/2011. Friends will provide water.

Annual Friends Meeting-is scheduled for June 8th. Speaker to be determined.

g) fundraising

Friends Corner & Café-sale sare on going

Entertainment Coupon Book- after discussion it was decided not to follow up on this activity

h) Advocacy

State Budget- Connecticard and Connecticar funding in danger. All members urged to call Sandy Nafis. These programs are cost effective & resources are shared.

How libraries stack up is a visual representation of the importance of libraries. It can be found at the FOCL website.

Adopt a Shelf- no report

10 Friends of CT Libraries (FOCL)

i)events—up coming events were reviewed .

11 Adjournment at 9 PM.

Respectfully,

Ann Marino, Acting Secretary