

Friends of Bethlehem Public Library
Meeting Minutes
September 22, 2008, 7:00 pm

Present: Jeanne Biggins, Polly Hartman, Janna Harton, Mike Levin, Mary Kim Purcell, Sue Viscuso and guest, Library Trustee Yolanda Caldwell

Special Guest Yolanda Caldwell, Bethlehem Public Library Trustee, informed the Friends of a \$150 donation in honor of Paula Read's years of service on the Library Board. The Friends asked Yolanda to share our appreciation with the Board.

President's Report

1. Approval of July meeting minutes with minor changes.
2. With funds dwindling, a July fundraising meeting was called. Bus trips were touted as lucrative and fairly easy and a bus trip series was discussed (March Boston, May NYC, August Glimmerglass, October wine tasting/fall foliage/historic sites tour, December NYC). The September bus trip had 50 registrations, but not as many went on the trip. So far we have 21 registrations for the December NYC bus trip. With 2 buses, we could accommodate 110 passengers and could cancel a bus later if needed. 2 volunteers, a host for each bus, would be needed. For the Glimmerglass Opera bus trip (La Traviata and Le Cenerentola August 2009) tickets would need to be around \$100 to include bus fare, opera tickets and lunch. An expert could provide a talk prior to the opera trip (Jeanne will check a potential speaker and her fee). Polly will price buses and check if any have less than 50 seats.
3. Book sales were mentioned as a potential fundraiser, but must be offsite and there is the problem of storage of donated books and volunteers to manage the donations.
4. Ordering less expensive "go green" grocery-type bags with the Friends logo was suggested instead of the canvas bags from before.
5. 566 business letters soliciting funds were mailed in early September.
6. At upcoming events (Friends of the Library week (10/19-10/25), Technology Fair (11/2), A Little Sunday Music, Authors Talks the board will try: bake sales, reducing the sale of the stuffed bear from \$10 to \$8, and Friends membership tables.
7. Scholarship information must go to the schools by December for inclusion in counseling newsletters. The board voted to again offer 2 \$500 scholarships.

Treasurer's Report As of 9/22/08

Balance forward \$9719.22

Receipts

Personal applications ¹ \$644.12

NYC bus trip ² 2167.00

Concert on the green 47.00

Tote bag sales 240.00

Teddy bear sales ³ 150.00

Business donations ⁴ 250.00 3498.12

Expenses

Retirement gift \$50.00
Teddy bear picnic 118.12
Wade tours-September trip 1309.00
Mailing list 95.00
Mailing processing 201.03 1773.15
Balance in checkbook \$11,444.19
Allocated future expenses
Refreshments for ESL \$300.00
Walker 200.00
Author series 2900.00
Winter concerts 1200.00
Wade tours-December trip 2618.00 7218.00
Net funds available \$4226.19

- ¹ Represents 119 personal applications
² Represents a profit of \$758
³ Represents a total of 39 bear sold
⁴ Represents 2 business donations

Evenings on the Green sales have been repeatedly rained out so profits have been low. Over 500 business solicitation letters last year netted \$1800 from 16 businesses--we purchased a mailing list from the Chamber of Commerce. We've been using funds from Family Fun Day several years ago. We need to increase revenues to continue at the current level of programs. Italy trip proceeds will come after the trip.

Liaison's Report

1. Jeanne shared that library mini-golf fund raisers are becoming popular--after hours the library is set up for mini-golf (sets for holes/clubs can be rented www.libraryminigolf.org).
2. The library can no longer pay for refreshments at events.
3. The NY Library Association meeting is November 5-6 in Saratoga (www.nyla.org). The fee for Friends is \$25 (the board will pay for a Friend to participate).
4. Because the music series costs more than the budgeted \$1200, the board voted to support the entire music series for \$1700, recognizing that unless revenues increase, funding for other events may be reduced.
5. The board voted to support the NY State Library Assistants' meeting with \$200. This is a continuing education opportunity for clerical staff which will be in Albany next June.

Meeting adjourned 8:40 pm
Next meeting: November 24, 2008