

**FRIENDS OF THE CONWAY PUBLIC LIBRARY**  
**Board Meeting, Oct. 18, 2017**

Present: (8 Directors) Marcia Cohl, Janet Kucera, Cindy Graham, Pat Hoffman, Shirley Young, Dottie Blake, Andre Comeau, and Ginny Nossiff. Library representatives: Tessa Narducci and Betty Parker.

Absent: Carol Saunders, Trish Irwin, Anne Smith, Eileen Brochu, and David Smolen.

The meeting was called to order by Janet at 3:45pm.

**Secretary's Report:** August meeting minutes were unanimously accepted. Annual meeting minutes of September to be voted on at the 2018 annual meeting.

**Membership:** Procedure for membership receipts reviewed. Monies go to Pat Hoffman and she will process them. Pat puts them in Ginny's folder; Ginny will deposit checks.

**Budget Report:**

- Ginny will send draft 2018 budget to Directors for input prior to Nov. meeting.
- Treasurer reported Treasurer's reports will be made or submitted monthly (in accordance w bylaws) but there will be written reports offered quarterly (and verbal otherwise).
- Directors' insurance policy will be renewing in January 2018. Quote was for 1 million dollars of coverage at cost of \$687.00. Janet made motion that up to \$687 can be expended, and Ginny will contact Infinger Insurance as FOCL's insurance provider.
- Janet reports that TD Bank CD will to be renewed in early November. Marcia made motion to let the TD Bank 12 month CD roll over and Janet seconded.
- Ginny said that all assets should be looked at all at once. Ginny will provide a balance sheet, and budget information next time. The interest rate on some investments, such as CD and savings account is nominal. Part of the Kimball Fund is at Vanguard.
- Betty will let Ginny know what ads were placed in 2017 so Ginny can apply figures appropriately on budget (membership, Flatbread).

**Library Report:**

David was absent, and Janet read the written report.

From David's notes, the Hannaford Kiosk will provide donation to FOCL. Dottie will place the Friends logo at the Kiosk.

**Committee Reports:**

**National Historic Register program committee.** A celebration is planned for December 2<sup>nd</sup>. A plaque has been ordered. Friends have been asked to help implement the event and participate on the day. Janet and Marcia represent FOCL on the committee and will update Directors on plans as they are finalized.

**Outreach:** Conway Pines book delivery is going well. Pat reports she received positive feedback from residents. The Brochus have taken down the Little Free Library at Conway Lake

for the winter. The one at Leavitt's stays up all year.

Book Sale: Betty reports book donations are up. Volunteers may be available from the Carroll County House of Correction in Ossipee to help move books at future book sales. Betty will place a request six months in advance as required by Corrections, or as soon as dates have been set for our book sales.

Programs:

Programs are being planned for next year. Due to the demand for NH Humanities programs, early submission of NH Humanities grant applications was encouraged. Application for *Weathervanes Program* grant was submitted for the 2018 annual meeting, but no response to date. Shirley will follow up with NHHHC. Fees for program presenters in 2018 were discussed. Ginny asked program planners to let her know fees required as soon as a presenter is finalized. Janet & Shirley will handle this.

Shirley suggested a presenter for a Friends Spring program - which would not be a Humanities sponsored program. Shirley will follow up with the presenter to discuss possible program, dates, and fees. The presenter, Babie Fournier, has written a book about her experience escaping Hungary with her family in 1956 when she was 14. Shirley noted it is a very moving presentation.

Membership: Pat reports that membership dues are down by about 30%. Janet suggested that Pat send out reminders for membership dues, including our one page newsletter and return envelopes. Cindy will assist Pat. Discussion of the effectiveness of the electronic newsletter mailing in regard to membership renewal will take place at a future meeting.

Old Business: No old business carried over.

New Business: Trustees and Friends representatives are finalizing plans for the Dec. 2 celebration of the library's recognition for placement on the National Historic Register. Marcia gave an overview of tentative plans to date and asked Directors to commit to assisting with implementing final event as needed and to assist on Dec. 2. Board agreed.

Trustee Report: No report.

Youth Librarian Report: Tessa reported the teen program sponsored by Friends - Steve Corning Variety Show - was well attended by approximately 50 audience members of diverse ages.

Meeting was adjourned at 5:00 pm by Janet. Unanimous vote of motion to adjourn.

Respectfully submitted,

Janet Kucera

Important Dates to Remember:

- One Book One Valley author visit is on October 26 at KHS (Monica Wood, *The One in a Million Boy*).
- Same day, DFAC at Black Cap Grill to benefit One Book One Valley
- Next meeting: November 15<sup>th</sup> at 3:45 pm (2018 Budget Review)
- December 1<sup>st</sup> program on Friday at 7pm with Ms Maybell and Slimpickins (not a Friends sponsored program).