

FRIENDS OF THE CONWAY PUBLIC LIBRARY
Board Meeting, February 21, 2018

Present: (8 Directors) Janet Kucera, Eileen Brochu, Cindy Graham, Pat Hoffman, Marcia Cohl, Carol Saunders, Dottie Blake, and Andre Comeau. Library representatives: Betty Parker, David Smolen. Trustee representative, Lucy Philbrick.

Absent: (4) Anne Smith, Trish Irwin, Shirley Young and Ginny Nossiff.

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

Secretary's Report: January 2018 meeting minutes were unanimously accepted.

Treasurer Report:

Ginny was absent, as she noted last month; no report submitted.

Library Report:

- Artwork by Anne Goldthwaite discovered in attic. David is researching.
- Photo of original library building architect also found.
- Meeting with boiler vendors regarding two new boilers.
- Attic project requires attic be cleaned out.
- Part-time librarian's assistant hired.
- Budget request approved by Town Budget Committee for town vote.

Trustees Report:

- Job description discussed for librarian's assistant position.
- Article for town report.
- David Smolen's annual job review completed.

Committee Reports:

Newsletter: Marcia & Janet are requesting articles and photos from Directors and CPL staff of Friends funded programs. The single page newsletter will be sent to those members on our 2016 membership list - via regular mail - with a return envelope enclosed (unstamped). Pat and Cindy will provide a mailing list and labels. Newsletters will be hand delivered - not sent - to FOCL Directors, CPL staff and trustees.

Programs: Shirley is planning programs for 2018. Application for *Weathervanes Program* grant was submitted and accepted for the 2018 annual program. The Sherlock Holmes program is scheduled for Monday, July 9th and the Humanities Grant has been approved.

DFAC – Cindy reports a schedule date for Flatbread fundraiser 2018 is August 28th.

Membership: Cindy and Pat will create labels for the newsletter mailing using 2016 membership list. Pat noted the addition of several new members. Cindy and Pat noted they are both unable to attend next Friends' meeting.

Book Sale:

April book sale runs Saturday, April 21st through Friday, April 27th. Set-up is April 20th. David noted that Tessa will announce sale in library column and community events. Janet suggested a newspaper ad would promote the Friends and the sale. Eileen stated that book donations will be accepted.

Eileen reports that she purchased four more carts and three dollies. She is working on enlisting help through the State Correctional Services.

Summer book sale is scheduled for July 27th and 28th .

Old Business

Chairs: Cindy is researching fold-up chairs and a storage rack. Chair rack needs to fit in elevator, and fit through a three foot door. Cindy will work with Anne and David to determine some options to present to the Directors.

Raffle Basket Fundraiser: Vicki Klenk sent a report via Marcia. Vicki has several ideas for obtaining donations from community businesses. Marcia will explain the procedure and timeline to Vicki.

New Business:

Betty noted that the Friends' banner cannot be found. Cindy said she will contact Flatbread Restaurant. Janet also offered to run by Flatbread's to pick it up. It was suggested that a sign-out sheet for the banner would help us keep track of it. Janet suggested hanging the banner up in library for all to enjoy, but also so we always know where it is in the library.

Meeting was adjourned at 4:45 pm by Janet. Unanimous vote of motion to adjourn.

Respectfully submitted,

Janet Kucera, Secretary

Important Dates to Remember:

Next meeting: March 21st at 3:45 pm
CPL Program: Two Old Friends – March 14th
April book sale: April 21 - 27th

