

Minutes of Friends of the Florida Public Library (FFPL)
Monday, April 10, 2017

The meeting was called to order by President, Caroline Califf, at 6:30pm. Members in attendance: Mary McNally, Dorothy Kimiecik, Shirley Coughlin, Bob Scott, Bob Persing, Nancy Scott, Martha Sullivan, Diane Arcieri, Pitso Mafata, Rochelle Weiler, Anita Baumann, Madelyn Folino (Director, FPL).

Minutes of March 2017 Meeting

- After review of the minutes, a motion to accept the minutes as presented was made by Mary McNally, seconded by Nancy Scott, and passed by unanimous vote of members in attendance.

President's Report-Caroline Califf

No formal report. Remarks held for to discussions to take place during Last Meeting Follow-up and New Business items.

Vice President's Report-Bob Scott

No formal report.

Treasurer's Report-Shirley Coughlin

Opening balance as of 3/1/2017 = \$4,055.50. Ending balance as of 3/31/2017 after expenses & deposits = \$3,930.50.

- After review of the Treasurer's report, a motion to accept the report as presented was made by Bob Scott, seconded by Bob Persing, and passed by unanimous vote of members in attendance.

Director's Report-Madelyn Folino

- Library Budget passed via the vote held April 6th at FPL.
- Gearing up for a busy programming season. There will be workshops for children during the Spring Recess for the schools.
- Reminder: Actors Workshop Ensemble is preparing a live action performance event for the Village of Warwick celebration of the 150th Anniversary of its incorporation. They are looking for stories from local residents of Warwick about their memories of life in this area or any part of the nation. A live performance piece will be created from the recorded stories. Second story recording session at FPL will be held on Saturday, May 6th at 10:30 am.
- Reminder: FPL Door-to-Door Campaign is to be held May 15 from 4-7 (8?) pm. All homes to be visited are in Cedar Crest housing development and nearby environs as time permits. T-Shirts and hats for campaign volunteer walkers will be provided by FPL.

Board of Trustees Liason Report – Anita Baumann

No formal report. Remarks held for to discussions to take place during Last Meeting Follow-up and New Business items.

Last Meeting Follow-up

1. 501(c)3, budget spreadsheet update
 - No update on 501(c)3 filing
 - Anita has revised the budget Mock Up to change the terminology discussed. Further changes to be made include removal of “Interest” as a line item under Income, as the Friends do not currently have an interest bearing bank account. Additionally, “Scholarships” will be removed as a line item under Expenses, as no plans currently exist for such a program.
 - Bob Persing recommended that in the Expenses section “Hardware/Software” line item be renamed as “Technology”.
 - Shirley Coughlin provided hardcopy Treasurer’s Report data from calendar years 2010-2014 to Anita for purpose of calculating ‘real value’ numbers to be used in budget preparation.

2. Tea Fundraiser update
 - Caroline reported that the caterer has been booked. A meeting of the Committee took place at which a recommendation was made to allow a budget of up to \$350 to be allotted for the service to be provided by Sue Chef (caterer) for the event.
 - A presenter has also been booked and will provide their service at no fee.
 - A \$25 donation has been received from the Florida Chamber of Commerce for the event.
 - List of confirmed Donors providing Raffle Basket prizes read by Caroline.
 - The Seward Institute Drama Club has committed to sending volunteers who will be serving tea tableside.
 - The caterer has requested to perform set up on the day prior to the event. Setup will take place beginning at 2pm on Friday, June 2nd.
 - Caroline reported that proceeds from Tea Tickets already sold will be deposited by her weekly. A list of the purchasers will be given to Shirley Coughlin, Treasurer, along with a receipt for the payment amounts.
 - A motion was made by Nancy Scott and seconded by Bob Scott to approve budget of up to \$350 for catering services. The motion passed by unanimous vote of members in attendance.
 - A motion was made by Martha Sullivan and seconded by Anita Baumann to approve expense of \$34.51 as reimbursement to Diane Arcieri for purchase of storage totes for Tea Event supplies/china.

3. Booksale, May
 - Nancy Scott advised that the Boy Scouts have been confirmed to assist with the set up on Thursday, May 18.
 - Nancy will send advertisements to local media.
 - Nancy and Bob Scott will prepare and send Postcards advising of dates of Book and Bake Sale.
 - A motion was made by Bob Persing and seconded by Mary McNally to approve expenditure of up to \$75.00 for cost of mailing. The motion passed by unanimous vote of members in attendance.

4. Fund Raiser: Wine Tasting
 - Tabled for future discussion. Shirley Coughlin is pursuing contact with Clearview Winery.

5. Play Fund Raiser September (Museum Village)
 - Friends will sell tickets at \$24 (face value). 50% of the proceeds of all ticket sales made by the Friends would go directly to FFPL (each ticket sold is \$12 Income). The Friends may have as many tickets as they are willing to attempt to sell. The upcoming performance in September 2017 is “The Mystery of Edwin Drood”. The theater is Open Seating, so no “numbered” seat reservation can be made. Tickets will be made available to the Friends for sale approximately 6 weeks in advance of the performance date.
6. Craft Fair at Golden Hill
 - The Fair will be held Saturday, May 6th from 10am – 3pm. Volunteers to staff the Friends Table are: Caroline Califf, Martha Sullivan, Anita Baumann, Rochelle Weiler.

New Business

1. Other Fund Raisers – No suggestions at present.
2. Insurance
 - Motion to approve expenditure of \$330.00 to Travelers Insurance in payment of invoice was made by Nancy Scott, seconded by Bob Scott, and passed by unanimous vote of members in attendance.
3. Budget ideas, Anita – Discussed as part of Last Meeting Follow-up
4. Election Committee, terms end June 30th – A Nominating Committee was formed consisting of Bob Persing, Nancy Scott and Diane Arcieri. A proposed slate of officers will be presented by them at the May meeting of the Friends.

Adjournment

Meeting adjourned at 7:44pm. (Motion made by Nancy Scott, seconded by Mary McNally. Passed by unanimous vote of members in attendance.)

NEXT MEETING: Monday, May 8, 2017, 6:30 pm

“FORGET ME NOTS”

- April 21st – Poetry Café
- May 6th - Golden Hill Craft Fair
- May 15th and 16th – Door-to-Door Campaign
- May 18th (evening set up), May 19th (eve), May 20th & 21st, 9am-3pm - Book and Bake Sale: followed by “Pot Luck” dinner on Sunday
- June 3rd – Annual Tea

Respectfully submitted,
Anita Baumann (Secretary Pro Tem)