

FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY
MEETING AGENDA - October 29, 2024, 6:00 pm

1. Call to Order
2. Welcome Guests; Recognition/Thanks
3. Approve Minutes: June 5, 2024
4. Correspondence
5. Reports
 - a. Treasurer - Nancy Vizzi

 - b. Membership - Jan Yardley

 - c. Book Sorting - Russ Person

 - d. Book Sale Room - Charlotte Senulis
6. Library Trustee Report - Jill Banaszak
7. Library Director Report - Bridgette Heintz
Lewiston Writers Group request
8. New Business
 - a. Review: Discard Book Sale - Sept 20 & 21

 - b. Donated Book Sale
Set-up - Wed Nov 6 chair:
Friends only - Thurs Nov 7, 5 - 8pm chair:
Reg price sale - Fri Nov 8, 10am - 5pm chair 9:30 - 1:30; chair 1:00 - 5:00
Bag Sale - Sat Nov 9, 10am - 3pm chair clean-up chair

 - d. Review Sat Oct 19: Trunk or Treat; Bookstore sales
9. Ongoing Business
 - a. Book Club
 - b. Growing Reader Initiative
 - c. Social Media
 - d. Paper Retriever
10. Next meeting date
11. Roundtable
12. Adjourn

**FRIENDS OF THE GRAND ISLAND MEMORIAL LIBRARY
BOARD MEETING MINUTES October 29, 2024**

Present: Mary Cooke, Jill Banaszak, Joyce Thornton, Nancy Vizzi, Russell Person, Phyllis Galie, Lorraine Norman, Richard Smythe, Charlotte Senulis, Bridgette Heintz

Excused: Marie Volpe

Guest: Katharine Culross

Call to Order: 6:00PM by Mary Cooke.

Approval of Minutes: Minutes from the June 5, 2024 meeting were accepted as written.

Correspondence: We have received a \$1000 donation from the Obler family. Joyce Thornton, our Corresponding Secretary, sent them a thank you note.

Reports:

- a. **Treasurer:** Nancy reported that we have \$18,041.94 in our checking and savings accounts. Our business money market is \$2,729.41. Our business checking is \$5,104.07. Our CD is \$10, 208.46.
Form 990 has been filed and accepted by EPostcard.
- b. **Membership:** No report
- c. **Book Sorting and Book Sale Review:** Russ and Charlotte reported that all is going smoothly. There are many books for the upcoming sale.

Library Trustee Report:

Russ reported that he attended a fascinating discussion of the budgeting process at the Association of Contract Libraries meeting.

Library Director Report:

- a. Bridgette distributed a summary report of activity from 7/8/24 – 8/29/24.
- b. Trunk or Treat was very successful. We had 18 trunkers, compared to 11 last year. Thanks to Jill for representing the Friends and to Charlotte for running the bookstore during the event.
- c. The Children's area project is underway. The glass wall panels are ready. Once the frame fabrication is completed, installation will be scheduled with the vendor (Sterling Glass). Following that, a self-check-out station will be installed, and a small number of toys and smaller scavenger hunt items will be put out. Next will be quotes on sound absorbing baffles for the ceiling and decor for the walls. We may also look for new seating or shelving.
- d. The Lewiston Writer's Group has requested a table at our next Book Sale to discuss and sell their books. It was agreed that we will consider this for the future, in association with our local authors programs.

FRIENDS BOARD MEETING MINUTES

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- e. The next Donated Book Sale will be 11/7/24 to 11/9/24. Russ will chair set-up on Wednesday, 11/8/24 at 4:00 PM. The Friends Night Sale will be Thursday, from 5PM to 8PM. Jill will chair and Jan will staff the membership table. Joyce will chair the General Public Sale on Friday from 10-1. Charlotte will chair the afternoon from 1-5. Saturday Bag Sale will be 10-3. Bags will be \$5.00 for normal sized bags and extra for over-sized bags. Chairman for the day will decide on pricing for over-sized bags. Phyllis will chair from 10-3 and Mary and Nancy will count money. Bridgette will make signs to announce the higher pricing for over-sized bags.
- f. It was agreed to continue bake sales along with the book sale. Baked goods should be delivered to the library by noon on Thursday. Jan and Nancy will price the items.

Ongoing Business:

- a. The Book Club will be meeting on 11/2/24 to select books for next year.
- b. The Growing Readers Initiative has had no further activity while search continues for a new pediatrician. Mary will report on future activity.
- c. Social media continues with information submitted by Bridgette.
- d. The Paper Retriever continues to be a valuable resource.
- e. The next Donated Book Sale will be April 24 to April 26, 2025, with set-up on Wednesday April 23Rd. We will discuss dates for additional sales at our next Board Meeting.

Next Board Meeting: Tuesday, January 21, 2025 at 6:00 PM.

Roundtable: Russ noted that last week was National Friends of the Library Week. Our trustees, Jill and Russ, thanked all Board Members.

Adjourn: There being no further business, Phyllis made a motion, seconded by Russ to adjourn the meeting at 7:05 PM. All were in favor.

Respectfully submitted,

Charlotte Senulis

Friends of the Grand Island Memorial Library Board Meeting

Wednesday, October 29th, 2024 @ 6:00 pm

Library Meeting Room

Director's Report

Minutes

- 6/5/24 meeting

Correspondence

- Writer's Group

Director's Report

- 2024 Summer report (7/8/24 – 8/29/24)
 - # Programs: 83 (includes staff run, presenter/performer, and passive programs)
(72 programs in 2023 which included tutoring sessions. 134 tutoring sessions in 2024)
 - Ages 0-5 34 programs (30 in 2023) 928 attendance
 - Ages 6-11 17 programs (12 in 2023) 1,837 attendance
 - Teen 10 programs (23 in 2023 – tutoring sessions were counted that year)
126 attendance
 - Adult 22 programs (7 in 2023) 197 attendance
 - Total Program attendance: 3,088 (2,436 in 2023)
 - Visitor count: 10,215 (10,127 in 2023)
 - Circulation total: 22,789 (26,591 in 2023 which was in house and automatic renewals combined)
 - 2024 in house circ: 12,498
 - 2024 automatic renewals: 10,291
- Trunk or Treat follow-up: 455 in attendance! Great program, 18 trunkers, fun had by all. Thanks to Jill for representing the Friends as a trunker. Thanks to Charlotte for running the Book Store during the event.
- Children's area project: the glass wall panels are ready, we are just waiting for the frame fabrication to be completed. Once I received notice, installation with the vendor (Sterling Glass) will be scheduled. Once installation is complete, a self check-out station will be installed in the children's area and a small number of toys and smaller scavenger hunt will be put out. Next step is to get quotes on sound absorbing baffles for the ceiling and décor for the walls. Depending on how it looks, we may look for some new seating or shelving. Stay tuned!

New Business

Unfinished Business

- Donated Book Sale planning for 11/7/24-11/9/24
 - Set-up: Wednesday, 11/6/24 4pm-?
 - Friends night: Thursday, 11/7/24 5pm-8pm
 - General sale: Friday, 11/8/24 10am-5pm
 - Bag sale: Saturday, 11/9/24 10am-3pm \$5 per bag
 - Recommendation: new bag size signage stating a higher price for larger bags

- Take down: Saturday, 11/9/24 3pm-?
 - Bake Sale: all three days
- Sudha Bommaraju and her family are planning on supplying food for the volunteers as a show of gratitude for our recognition of Dr. Tilak Bommaraju's contribution to the Friends.

Respectfully submitted,

Bridgette Heintz

Director

Grand Island Memorial Library