

# Friends of the East Kingston Public Library

## Q2 Meeting Minutes

13 October 2022 / 06:00 PM / 47 Maplevale Rd. East Kingston

### Attendees

- Aine Cronin, Stacy Friedman, Sherry Castle, Carol Powers, Zoe Sucu and Cara Gray, Robert Mincucci-(Chair of Library Trustees)



### Agenda

#### 1. Call to order - 6:00pm

#### 2. Regular Reports

- July minutes approved
- Used Book Store Report
  - 2 Display tables donated
  - Very large donation of mostly “cozy mysteries”
  - Zoe to send over example “donation receipt” for tax purposes
  - Christmas quilt raffle
  - Will most likely need a new air conditioner next year. It was determined to be the town’s responsibility, Carol will speak with Grace. It was recommended to price some out and send a link
- Library Update
  - Possible Tree lighting event
  - Halloween Party
    - Asking for \$200 to be made available for supplies
  - Turkey is crooked
    - Will need a bucket truck to fix
    - Voted to adjust funds for a bucket truck
  - Tracy’s Retirement Party Sunday Dec. 11, 2022 from 11am-2pm

#### 3. Q3 2022 Treasurer’s Report

- Everything is on target +some
- Charitable gaming was very productive.

- “Other” fundraisers
  - Still awaiting check from farmer’s market
  - Quilt Raffle
  - Farmer’s market raffle
- General expenses- we have \$200 budgeted for a “Friend’s Social”
- Software update/renewal
  - Brainfuse no longer available (only used twice in a whole year)
  - Questioned if we could get Ancestry for Library to offer
    - Zoe to find out if possible to use it outside library
  - Renewal for Microsoft happen yet? –to be determined

#### 4. Old Business

- EK Farmer’s Market
  - Will most likely be held at a different location next year

#### 5. New Business

- Vote: UBS request for 4 totes ----YES unanimous
- Annual membership drive
  - 38 in the 2 weeks since it went out
  - Last year there was a total of 98
- Weathervane
  - Voted: up to \$800 to be made available from excess of solar panel allotment
  - Processes & Documentation
    - New folder was created in FoEKPL Google Drive called “Policies and Procedures”
    - Please make sure all processes are documented and saved in that drive
  - Annual officer elections
    - Wednesday 25Jan2022 5pm-7pm
- Members voted to allocate up to \$600 for the FoEKPL to spend on “Friend’s Social”
  - Using the annual budgeted \$200 that was not used in the past three years

#### 6. Upcoming Dates

- Next year’s quarterly meetings

- Q4 and annual officer election: 25Jan2022 5pm-7pm
- 2023 Q1: 23Mar2023
- 2023 Q2: 22Jun2023
- 2023 Q3: 19Oct2023
- 2022 Charitable Gaming nights:
  - Friday 18Nov2022 & Saturday 19Nov2022

## 7. Recap

- Action Items
  - FoEKPL to meet 4Nov2022 11:30-1 to discuss/plan “Friend’s Social”
  - Aine to set up google doc for ideas and planning

**Closed at 7:25pm**