**THE FREE LIBRARY OF NEW HOPE AND SOLEBURY**

**Board of Trustees Meeting Minutes**

**June 15, 2016**

In attendance: Beth Houlton, President; Carol Taylor, Vice-President, Ron Cronise, Treasurer; Polly Wood, Secretary; Gene Underwood, Jacqui Griffith, Susan Atkinson, Connie Hillman, Reid McCarthy, Kay Reiss

Also in attendance: Pamm Kerr, Charlie Huchet

**I. CALL TO ORDER** – Beth Houlton

A. The meeting was called to order by Beth at 5:31

B. **MOTION** by Ron, to accept the May Meeting Minutes. **SECONDED** by Susan, **APPROVED** by all.

**II. FINANCE REPORT** – Ron Cronise

**2015 Fundraising Update through 31 May 2016**

|  |  |  |  |
| --- | --- | --- | --- |
| **SOURCE** | **BUDGET** | **ACTUAL** | **NOTES** |
| Read-A-Thon | $10,000 | $10,025 | Numbers are net of expenses |
| Annual Fund | $12,500 | $18,050 |  |
| Susan Branch Tea |  | $5,102 |  |
| Rhumba Garden Party |  | $7,901 |  |
| **TOTAL** | **$22,500** | **$41,078** | Annual Fundraising Budget is $65,500 |

**Receipts/Expenditures through 31 May 2016 (excludes Capital Campaign activity)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **BUDGET** | **ACTUAL** | **NOTES** |
| Cash Received | $90,612 | $113,342 | We have rec’d $23K more than budgeted |
| Cash Expended | $97,556 | $100,509 | Expenditures are $3K over budget |
| **Net Cash** | **-$6,944** | **$12,833** | **We are well ahead of budget** |

* Through 30 May we have a Y-T-D **gain** on our endowment investments of $23,039. Since changing to our present investment plan we have a **gain** of $54,948.
* On 31 May we were holding $91,377 in cash plus $37,670 in non-endowment investments. Of the cash $16,018 is Capital Campaign funds leaving $75,359 for future operating expenses. We increased our operating cash in May by $20,905.
* Year-over-year the Library’s equity on the Balance Sheet increased by $114,672 to $1,554,079. This is a gain of about 8%.

B. Renovation Financials (Copies handed out via Dropbox)

We are in good shape. Once the Shandelmeir bequest comes in, we can put the $10,000 we had transferred from our reserve fund back into that account.

**IV. DIRECTOR’S REPORT** – Connie Hillman

* Darcy has been hard at work conducting school and in-house visits to promote the library and the summer reading program. Overall we have reached about 685 kids, ranging from preschool through teens.
* Summer reading programs officially begin June 28. Registration is currently going on.
* The library was the recipient of the Bucks County IU Caring Community award for providing volunteer opportunities for special needs students.
* The library’s APEX student intern Beatriz Martinez completed her graduation project for the New Hope-Solebury High School. For 3 weeks, 7.5 hours a day, Beatriz immersed herself into various aspects of library work. It was a rewarding experience for everyone and we look forward to hosting another APEX student next spring.
* The additional shelving is in and we are slowly bringing things out of storage. Even with the additional shelving, shelving will still be a challenge; so again, patience is appreciated as this is worked out.
* The library now has an outside tap. The plumber was in at the beginning of June and installed an outside faucet to the left of the center window in the furnace room. Beth is going to arrange a watering schedule with the girl scouts.
* Upcoming programs:
  + Linda Kenyon and Babe Didrikson Zaharias: June 23
  + Tom Sharpe in Concert: June 29 (sponsored by the Friends of the Library)
  + Motivational Speaker Carol Polis: July 14 She is the first female boxing judge in the world (sponsored by the Friends of the Library)
  + Get Organized: July 28 (sponsored by the Friends of the Library)
* We are working on developing our plans for the One Book, One New Hope-Solebury to take place in the late fall.

**V. BUILDING/RENOVATION**

A. Sculpture Update – The artist will be going ahead with the sculpture. It is not going to be orange or yellow but more an in between color.

B. Roofing Proposals and Water Source Added

Carol will be getting back to Eisman regarding a proposal. Carol and Connie will be discussing.

**VI. DEVELOPMENT** – Kay Reiss

A. Hortulus Farm event follow up – June 5th

B. Spring Appeal update

Another reminder went out today and one will go out June 27.

C. Plans for remainder of year

The committee will be looking at the donor database and try to create a spreadsheet that will help us see trends etc. Carol and Jacqui met with Helen Tai about when to go before the Supervisors. She suggested in the fall. Instead of having a major fundraiser, development is working towards a larger annual appeal.

**VII. MARKETING** – Gene Underwood

We as a board need a vision of what we have and what we embody. We need to get people outside of the library interested in the library. We need a brand personality so we can figure out the best way to market the library. A branded event is an idea but we need to figure out what kind. Gene has suggested that Connie do a presentation to the board to help us understand all that the library has to offer. Connie will do the presentation at the August board meeting. The line items for the FREE campaign should be taken out of the budget.

**VIII. GOVERNANCE** – Susan Atkinson

Connie and Susan will work on the volunteer handbook so there is something standard for volunteers.

**IX. FRIENDS’ REPORT** – Charlie Huchet

ANNUAL BOOK SALE

The Annual Book Sale was brought to a very successful conclusion on May 30th, with some 1046 sales transactions and a profit of $6001.46 (preliminary accounting). All remaining books were picked up by a charity the following day and the room was returned to Playhouse Properties within 24 hours of the closing. A more detailed report will appear in the July report to the Board.

FOL DONATION TO THE LIBRARY

The Friends Board of Trustees voted to make a donation of $2500 to the Library at its June Board meeting. This completes the commitment of $5000 to the Library Director for 2016 to underwrite programs and computer replacements.

FOL BOARD OF TRUSTEES ELECTION OF OFFICERS

At its May Meeting, The FOL re-elected Charles Huchet as President, Lawrence Booth, as Treasurer, and Kris Reilly as Secretary. Karl Varnai was also elected to serve as President –Elect.

OTHER FORTHCOMING FUNDRAISING EVENTS

June 12th:COLLABORATION--A conversation between fiction writer Ellen Prentiss Campbell and her editor, Barbara Vargo about the author/editor relationship.

July 19th:MYSTERY & MOONLIGHT--Author Wendy Tyson reads from the first her new mystery series *(A Muddied Murder*) in an evening program to be held at Paxson Hill Farm under a full moon and other special lighting!

September 10th:HARVEST MOON SQUARE DANCE --with music by the Long Hill String Band and calling by Sue Dupre at Hugh Marshall’s authentic barn at Hope Ridge Farm.

Beth thanked the FOL for all their help. It is greatly appreciated.

The meeting was adjourned at 6:35.

Respectfully submitted,

Polly Wood

Secretary