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

**Board of Trustees Meeting Minutes – DRAFT COPY**

**September 17, 2014**

**PRESENT:** Jacqui Griffith, President; Beth Houlton, Vice President; Ellen Stiefel, treasurer; Polly Wood, secretary; Ron Cronise, Kay Reiss, Carol Taylor. Jerry Ruddle. Also in attendance: Pamm Kerr, Charlie Huchet

**I. CALL TO BUSINESS** Jacqui Griffith at 5:32.

 a. Call to Order and Attendance

 b. **MOTION** by Ellen to Accept Minutes of the August 19 Meeting, **SECONDED** by Beth. **APPROVED** by all.

Carol gave an update on Solebury township funding.

**II. DIRECTOR'S REPORT**

* Eric and Marilyn have been running tests on the preliminary e-Tapestry converted files. The three of them will submit changes/errors next week and have a conversation with the e-Tapestry programmer before getting the final conversion.
* As announced in the August board report, BCFL is applying for a broadband grant that will help upgrade our wireless and improve our internet hardware. While our library will be getting $1750 in upgrades, we will be responsible for $87 of “matching” funds.
* Patricia and Connie attended the upper and lower elementary school Back-To-School Nights.
* The dying tree has been removed with very minimal disruption (but a lot of entertainment value) to the library.
* Painting the exterior of the library is complete. The staff have received a lot of compliments.
* Connie and Beth have met with the architects to look over their conceptual plans for the renovation. Connie has collected all of our supporting documents and is awaiting the cost estimate so that she can submit our grant application.
* We received our application for state aid for 2015. We will be receiving the same amount as we did in 2014. However, each library was evaluated on an individual basis in terms of meeting state standards. We were grouped with the system libraries in Bucks County, so our local funding was aggregate and individually our library meets all standards. However, it was clear that changes are coming and libraries across the state are being given a year’s “grace period” to make sure they are up to standards. Connie is very glad we were pro-active and approached the townships for an increase in funding.

**III. FINANCIAL REPORT**- Ellen Stiefel

**Monthly Fundraising Update**

|  |  |  |  |
| --- | --- | --- | --- |
| **SOURCE** | **GOAL** | **TO DATE** | **NOTES** |
| Board Fundraisers | $27,500 | $18,800 | $13,200 Read-A-Thon. $1,800 MUD. $3,800 Ted Tally. |
| Annual Fund | $40,000 | $29,000 |  |
| Friends | $12,000 | $6,000 |  |
| Grand Party | - |  |  |
| **TOTAL** | **$79,500** | **$53,800** |  |

**2014 Financials**

* The Library recently received some large donations:
	+ Two donations for $1000 and one for $500 (the American Legion was one of the donors)
* Better than expected Annual Fund donations have mostly offset the lower than expected Board Fundraising
	+ Annual Fund donations include all non-restricted donations, regardless of time of year

**Building Expenses**

* Total cost for outside painting was $4,450.
* Total cost for tree removal was $6,400.
* Both expenses were covered with previously designated Memorial account funds.
* There is about $700 remaining in the Memorial account for capital repairs.
	+ I suggest we use this money towards the $1,500 unexpected cost of repairing the basement door (completed in the summer).

**Action Items**

* Discuss timing for 2015 budgeting process, to coordinate with Solebury & New Hope budgeting
* Next Investment Committee meeting – Tuesday, October 7th at 9:00am

a. Update on Investments- Ron

Ron distributed copies of our investment portfolio and updated us on the accounts.

**IV. PRESIDENT’S REPORT**- Jacqui Griffith

 a. Update on Building Renovations, Financial Projections

After meeting with the architect, and reviewing the plans, there will not be any major change to the current footprint of the library. We will possibly bump out a few feet in the front to make sufficient space for the library. Connie has been moving forward with a grant to help fund the renovations.

 b. Municipal Funding Update

**V. FRIENDS REPORT**- Charlie Huchet

A SPECIAL GIFT

The Kerr family, under the name of Doro Kerr, have been long term supporters of the Free Library.  Doro was once a member of the library’s Board of Trustees.  This year Doro Kerr has made a substantial contribution to the library through a gift of $3000 to The Friends in late August.  We recognized this gift by giving thanks at the Preview Reception the night prior to the opening of the Annual Book Sale.  Again, thank you Doro!

BOOK SALE SUCCESS

The reconstituted Annual Book Sale was, by all counts, a resounding success! While the final count has not been finalized, it appears that the Sale gross was nearly $3100-exceeding our best hopes.  After only three Saturday mornings of collecting donations, over 3000 items were processed by the many hands of nearly two dozen volunteers, drawn largely from the Friends membership.  Special thanks are well deserved by Father Kindon of St. Martin of Tours Roman Catholic Church (book collection/processing location) and The Four Crows (owners of the firehouse sale location). These spaces were provided free of charge.  Some 28 volunteers worked over 25 shifts of the sale, including formidable commitments by Polly Wood and Jacqui Griffith.

NEWSLETTER

The second issue of the Friends Newsletter was issued in early September under the able editorial leadership of Elizabeth Varnai.  It was timed for distribution just before the Annual Book Sale and it included multiple pages of news about the activities of The Friends.

NEXT EVENT

The next event, closing out The Friends first fundraising year, will take place for the general public on Saturday, October 18 and Sunday, October 19, from 5:00-8:00 and noon-5:00 respectively, with a sale of Silpada jewelry and a variety of costume jewelry donated by Friends.  Refreshments will be available.  Pamela Kerr and new Friend, Audria White, are spearheading this event.

ONE OF OUR OWN

The Friends are proud to recognize that one of our most active members (and member of our Board) has now become an author!  Elizabeth Varnai has announced the publication of “Good Morning Loon,” a children’s book based upon her experiences on the lakes of the Adirondack Mountains.  It has been well reviewed and has begun to sell to parents, in particular.  Our library, of course, has purchased a copy and Elizabeth will hold a reading at the library on November 18th.  We will keep you posted.  We are proud of you, Elizabeth!

MEMBERSHIP

We have reached 93 in membership as the end of our first year approaches.  We are planning to hold a thank you event for the membership this fall.  Three members of the Library Board (Polly. Kay and Jacqui) are members.  Perhaps other Board members will help push us over the top by the end of our year?

Karl Vernai, Chairman of the Membership Committee, will soon lead some intensive discussions on new membership (and renewal) initiatives.

**VI. COMMITTEE REPORTS**

 a. Development- Kay

 1. Listening Sessions, September 18, 19

We are getting an excellent response from people who plan to attend. We want to find out what people want from the library. This is a dialogue and listening session.

 2. E Tapestry Update- Beth

The implementation is taking longer than expected and it is in the testing phase right now. We are discovering errors but we are also getting our records cleaned up. We are aiming for the annual campaign in the fall for our start, but we can use the old system should the program not be up and running by that point.

 b. Building- John

**VII. NEW BUSINESS**

Readathon will be Jan.7 -21. Day or service Martin Luther King Day. Pancake breakfast Jan. 25.

Meeting was adjourned at 6:6:18

EXECUTIVE SESSION OCTOBER 15 AT 7 pm FOLLOWING THE BOARD MEETING. ARCHITECT PRESENTATION