

Friends of the Ayer Library Executive Board Meeting
July 18, 2019, 6pm-8pm Ayer Library
Minutes

Attending *Board:* Jeanne Bombara, Mary Metzger, Liz Nonis, Laurie Sabol, Elaine Sullivan
 Library Staff: Samantha Benoit, Tim Silva, Christina Zoller
 Guests: Janine Nichipor, Irv Rockwood

1. Approval of minutes of previous meeting
2. President's/Treasurer's report: Liz Nonis
 - a. Liz attended Ayer Cultural Council meeting re Sandy Pond 150th. See below.
 - b. Liz will not seek or accept role of President. She will continue to serve as Treasurer. Laurie will look at last year's minutes to check timeframe of annual election.
 - c. Treasurer's report for April-June quarter
 - i. Starting balance \$12960. End: \$14464. With new policy of auto-renewal, fines income may be affected. Tim will identify \$300 donation made in May. UPDATE: The \$300 was a refund/rebate from CWMars, not a donation to the Friends.
 - ii. Deposits from library staff: \$3316
 - iii. Income from fees: \$1132
 - iv. Income from copies/printing: \$533
 - v. Expenses \$2476
 1. Payment for 6 Programs \$1276
 2. Petty cash \$755
 3. Attorney general \$35
 4. CPA taxes \$300
 5. J&S printing \$43
 6. Spring plantings for the building \$67
3. Trustee's report: Tim Silva
 - a. Tim reported that at the Trustee's September meeting, they will select officers for next year and that Debra Faust-Clancy will not seek another term as president.
4. Library director's report: Tim Silva
 - a. Summer reading program has started. The weather hasn't cooperated but everyone who has attended a program has enjoyed it.
 - b. Front sidewalk repair is in process. There have been some delays due to the contractor needing to work on other projects.
 - c. Budget for CY 2020
 - i. Funds provided by Friends for this year worked well. Tim will probably want to ask for similar amount for 2020. He would like us to approve the amount at the October meeting. Adult programming may be thematically connected on the topic of climate change and climate preparedness. 2020 Summer reading program theme will be fantasy and fairy tales. 19th amendment program possibility.
 - d. Book sale volunteer
 - i. Tim is looking for between 1-3 people to manage the book sale room, keeping it organized, dealing with intake. Donations come in almost every day. Previous volunteer came in for one hour a week. The possibility exists

also of connecting the volunteer position to the senior property tax work-off abatement program. Tim will follow up with Town Hall about the property tax program. Laurie expressed interest in being considered for the position.

5. Programs and projects

- a. Proposed language for bylaw change re 501c3: Liz Nonis
 - i. Liz will send to Laurie, who will put on agenda for October meeting.
- b. Plant sale: 2019 evaluation and future plans: Mary Metzger
 - i. Tables and plants loaded the night before was helpful. Signs and labels were good. Date: maybe a little late but not terrible. Tim will follow up to see what happened with the dish gardens.
 - ii. Next year Mary needs the growing to be less physical work for her. She will still grow native pollinators. She would like to add a garden swap/sale. We can ask for donations from some local stores but we'll have to have a plan for what to do with any items that don't sell. Could we sell or auction them at the library after the sale ends?
 - iii. Next year's date is tentatively Saturday, May 30, 2020, 10am-2pm
- c. Friends participation in Sandy Pond Schoolhouse celebration: Irv Rockwood
 - i. Friends might help with:
 1. Baked goods, apples, coffee, cider. Group decided not to sell but to give the things away. We'll either rely on donations or buy goods. Should the food be relevant to the time period? Liz and Elaine will take the lead on obtaining food. Carol will call JP Sullivan for apples.
 2. Display: Sam, Irv and Liz will look into developing a display based on library materials. Suggested looking at boxes, town reports, photos in the history room.
- d. Museum passes: Laurie Sabol
 - i. We currently offer 16 passes. Boston Children's Museum is now among the choices. What passes have people asked for that we don't offer? Sam will ask patrons at the circulation desk what passes people might want. Laurie will look more at popularity of various passes that we don't currently offer, based on how many libraries offer them.
- e. Books on Wheels: Carol Horgan
 - i. Due to lack of time, we had only a few minutes to look at the flyer that Carol and Sam have developed. This project will be put on the October agenda.
- f. Friends member acknowledgements: Laurie Sabol
 - i. Due to lack of time, very quickly the new terminology was agreed to.
- g. Author talk series
 - i. Due to lack of time, this topic was tabled until October
- h. Library of things/repair café: Table til October
 - i. Due to lack of time, this topic was tabled until October.

6. Adjournment at 8:05pm

Action Items

- Laurie will check into time frame for board election and other processes for the October annual meeting.
- Laurie will look at popularity of passes that we don't currently offer, based on how many libraries offer them.

- Liz will send proposed 501c3 language to Laurie, for October meeting agenda/bylaws amendment vote.
- Liz and Elaine will take the lead on obtaining the food for the Sandy Pond 150th.
- Carol will contact JP Sullivan for apples for the Sandy Pond 150th.
- Sam, Irv and Liz will look into developing a display for the Sandy Pond 150th.
- Sam will ask library patrons what museum passes they might want.
- Tim will follow up to see what happened with the dish gardens from the plant sale.
- Tim will identify \$300 donation made in May so Friends can send donation acknowledgement/thank you.