

Claverack Free Library
Monthly Meeting of the Friends of the Claverack Library (held at CFL)
Meeting Minutes
Monday, July 10, 2023, 5:00 PM

Present: Mario Verna, Nancy Eos, Paula Ptaszek, Ann Singleton, also present Thea Schoep (Librarian), Mame Bradley (BOT rep). Absent: Michael Sullivan, Karolyn Schwab, Marion Vosburgh.

1. Call to order by Mario Verna, chair/pres, at 5:06 pm quorum present.
Ann motioned, Nancy seconded & all Approved the June 12th meeting minutes.
2. Financial Report – 6/30/2023 balance: \$14,838.78 – Marion.
Let the record show that the amount shown is not a true balance which is much lower. Book It proceeds still include the half portion to go to Philmont Library and at least a couple of other expenses unaccounted for so this amount does not reflect the adjustments needed. Marion is on vacation and is due to move this Fall. Volunteers (Patty , Susan & Ann) have volunteered to help with treasury & bookkeeping when completely appraised of the responsibilities and acceptance by the BOT.
3. Public comments. none
4. Committee Reports.
Communications committee – Mario, many thank you letters signed. Of note: the number of new memberships is rising.
Events committee – Paula, food trucks fine. Food Pantry fewer donations lately.
Membership committee – Ann, increased membership lately due to the BOT annual report mailing. Mary Elizabeth & Stephanie have the cards of members; member info & donation amounts are in the database with David providing them upon request. Each Fall the Friends send out a letter for membership renewal; the letter is to be drafted soon. There is a need for Mario to coordinate with Mary Elizabeth for non-duplication of membership annual renewal requests.
5. Wish List Status – Mario
Wish list has spending approved but not deducted yet as spent.
Book Marks: requested \$115 for 200... Motion to spend no more than \$200 at Chatham Printing was not approved because no quorum to vote on it. One person voted ‘no’, indicating spending should be local.
Paula motioned, Ann seconded & all approved for \$2260 to pay for elevator 2023 maintenance costs. Plaque for elevator: Paula is to work for theme and font compatibility per existing library plaques.
Table runner – Paula, CFLF would like to know that the theme and font are CFL compatible.
Question remains unanswered.
Paula motioned made, Ann seconded & all approved for \$200 maximum for 2 rolls of stamps.
6. Friends Timeline
Fall book sale is on with Timeline acting as reminder for monthly items to consider.
Announced: upcoming Annual organizational meeting along with any proposed changes to By-

Laws.

7. Old Business

Paula: Fall Book Sale... lots of books and no room in the book sorting room.

Mario provided Ann a spreadsheet with information and respective dates for each item to be managed. Mario and Ann discussed details. Mario updated the Trustees computer with Book Sale information and provided Ann the password to access the information.

Discussions to continue.

Mario, Paula & Ann to arrive tomorrow at 10 am to move some banana boxes to his garage.

Mario used his own userid on the "Sign UP" email & will change it to Friends. David to be notified Ann needs access to Friends email when she logs in and is asked for verification.

David to acknowledge and provide access.

Again, specifics addressed to strings of lights and tents and usage of tents. Info is in numerous places and needs to be in one place. Number of tents and items such as baked goods to be sold is still not answered.

12. New Business:

Paula: wishes a table for Friends sign up at Wednesday evenings. She was asked who would be at the table and volunteer the time and energy. No one has volunteered.

Mame: where is the list of members? It is in the database and printout available upon request.

Thea: suggests Library Aware for news of what Friends is doing. No volunteer to do it yet.

Paula: Raffle for basket contents. When? Ans: in September. Q: too late now for Sept?

Suggested and Agreed: Oct, during book sale. Paula says she needs to create flyer of basket contents.

13. Adjourn 5:52pm.

Next meeting Monday August 14th 2023 at 5:00 pm.

Scribed by: Nancy Eos

Checked by: Mario Verna

Friends Debited 2023 Spending	Description	Status	Actual Cost
	Book sale 18" card holders 1 set of 12	Friends donation	\$42.00
	Hanging Rails for history room	Friends donation	\$607.71
	Book Storage Unit for story time	Friends donation	\$378.15
	Outdoor Signs to advertise events	Friends donation	\$248.96
	Banner Design	Friends donation	\$234.42
	Battle of the Books – 400 flyers	Friends donation	\$92.81
	Book sale 12" card holders 1 set of 12	Friends donation	\$34.97
	Coffee cups for 'Free Coffee' day	Friends donation	\$24.69
	Book-It: 48 Medal cookies	Book-It	\$48.00
	Book-It: Bibs	Book-It	\$35.14
	Book-It: ??	Book-It	\$2.42
	Battle of the Books 10-Player Quiz System (with buttons) (https://buzzersystems.com/product/10-player-quiz-system/)	Friends donation	\$399.95
	Philmont Public Library (Book-It revenue)	Book-It	\$1,413.50
	Friends pens	Friends donation	\$180.00
	Book-It Hats	Book-It	\$985.40
	A/V mixer repair (from SPORTIESOUND)	Friends donation	\$197.19
	14" HP laptop, 2 TB HD, 16GB RAM; \$599 at Amazon	Friends donation	\$599.00
	Elevator maintenance 4/1 - 6/30/2023	Friends donation	\$563.04
	Elevator maintenance 7/1 - 9/30/2023	Friends donation	\$563.04
	Stamps	Friends donation	\$126.00
	Paypal fees	Friends donation	\$29.89
	Midwest Tape, LLC (1/2 year Hoopla)	Friends donation	\$1,200.00
	Total Actual:		\$8,006.28