

Claverack Free Library
Monthly Meeting of the Friends of the Claverack Library (held at CFL)
Meeting Minutes
Monday, August 14, 2023, 5:00 PM

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

1. Call to order by Mario Verna, chair/pres, at 5:04 pm quorum present.
Ann motioned, Marion seconded & Approved the July 10th meeting minutes,
2. Financial Report – 7/31/2023 balance: \$10,507.80 – Marion.
3. Public comments. none
4. Committee Reports.
Communications committee – Mario, many thank you letters signed.
Events committee – Paula, food trucks are planned for 2 Wednesdays in Sept.
Food pantry in need of cereal donations
Membership committee – Ann, David downloaded a list and Ann has list in the format she can use.
5. CFL Wish List Status
 - (1) Book Marks: Paula motioned, Marion seconded & approved for ProPrinters #250 at \$67.39 (not to exceed \$100 has been approved).
 - (2) Table Runner: Mario motioned, Nancy seconded, approved design with Paula opposed: table runner from Amazon, white with Friends logo in black & green.
 - (3) Tote bags for new memberships to library and needed for book sale. Mario motioned, Karolyn seconded and approved for 250 gray bags with Friends logo \$977.20.
 - (4) Sponsor Kwanzaa Cultural Celebration Wreath Making – tabled.
 - (5) Educational chess sets to start a library chess club. Marion motioned, Karolyn seconded, approved \$250.
 - (6) 4 Transport dolly(s) for high density chairs with upholstered seat recently purchased by BOT without the dolly for transport. Karolyn motioned, Marion seconded, approved \$1,023.12.
6. Notes:
 - (1) Annual renewal letter: It is suggested that the QR code to the Friends website be included.

(2) Ann is willing to take on treasury. Marion agrees to step out of the title and to help Ann.

Proposed slate to be voted on next month:

Chair	- Mario Verna
Vice-chair	- Paula Ptaszek
Treasurer	- Ann Singleton
Recording secretary	- Nancy Eos
Membership	- Ann Singleton
Liaison to the Board	- Paula Ptaszek

(3) A notice needs to be placed on the entrances to the library for the public to know when the Friends meet.

7. Fall Book Sale

(1) We need more books of certain categories. Especially children's books and hard cover fiction. Spencertown Academy gives us lots of books – yet to come.

(2) Paula talked to Jenny Post and 3 people will help price books.

(3) Friday is preview night. \$15 entry fee discussed – to remain same. Jenny will coordinate food & drink for the Preview.

(4) Library sponsorship list to be looked at to determine book sale sponsorship eligibility.

(5) It was discussed to use the library list to ask for bakers, not just the friends list. Response from bakers will help decide if a food tent is warranted.

8. Newsletter – proposed as a quarterly. Karolyn agrees to be the “to-do” person here. It is in addition to the Library Letter. It is online/e-mail. Pictures can be included. Communication to go out to the Friends List. PDF to website too. First newsletter to include requesting book sale help: for books, sorting, bakers, etc.

9. Raffle

Paula requests Cost of Ticket 1-\$20, 5-\$75, 10-\$100. Consensus. Baskets will be full. Three (3) in number. Drawing is during the Book Sale with an audience. Thank you notes are being given to the sponsors by Paula, she read us the notes and showed a sample. Well done.

Note: Potluck at Jenny's, bring a dish. Bylaws discussion and Friends officers vote soon. Request for comments on addition of Where Friends money goes to be more public... Mario received many.

Meeting adjourned 5:58pm

Next meeting Monday September 11th 2023 at 5:00 pm.

Scribed by: Nancy Eos

Checked by: Mario Verna

Friends Debited 2023 Spending	Description (note: all purchases are made with friends donation or event revenue (e.g. book sale))	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