

Friends of the Library

Executive Board Meeting

October 31, 2014

Amended January 15, 2015

Minutes

Present: Sarah Groleau, Donna Tung, Anne Cunningham, and Gay Mocerì

The meeting was called to order by Sarah Groleau. Minutes from September 24, 2014 were reviewed and approved.

Anne Cunningham presented a draft of the Financial Policies. It was agreed that quarterly reporting would be sufficient. Gay Mocerì will email the policy to the full board for review before the November meeting. Fundraising to date is good. It was agreed that we need to promote Amazon Smiles to increase the benefits of that funding source. Donna Tung will include information in the next newsletter. Anne has requested Elizabeth's budget.

Items from the "To Do" list were reviewed. There was a discussion about the Trustees' requests for money. This will need additional clarification. Book Sales were also reviewed. The book sellers only sale was unsuccessful. Anne is researching options through Amazon. There will be a book sale during Freedom Rings in the Holidays. It was noted that information about Document Retention is included in the Financial Policies.

Sarah Groleau will compose a letter which will be sent to donors from last year who have not donated in 2014.

Sarah Groleau has done some planning for future programs in the absence of a coordinator. A program about coyotes has been scheduled for 2/3/2015, and a repeat appearance by Kerry Mendez has been scheduled for 6/4/2015. We agreed that Odd Bodkins will be scheduled in December 2015 as a possible fundraiser.

The upcoming Board meeting and elections were reviewed. Donna Tung will send an e-mail requesting committee reports. She will also contact existing Board members about their willingness to run again. Current Board members who desire may become emeritus members and serve in an advisory capacity. The Executive Board will design an amendment to the By-laws that will define emeritus status. Gay Mocerì will photocopy the Financial, Whistle Blower, and Conflict of Interest Policies. We need to find coordinators for the summer bake sale and evening programs.

The next meeting of the Executive Board will be held on January 15, 2015. The next meeting of the full Board will take place on May 2, 2015.

The meeting was adjourned.

Respectfully submitted,

Gay Mocerì

Secretary