

Friends of Freedom Library

Executive Board Meeting

May 2, 2018

Sarah Groleau, Donna Tung, Anne Cunningham, Jen Meers

Minutes for March 21, 2018 Executive Board meeting was presented. Noted that date was incorrect on minutes – said March 11 – amended to March 21. MSP as amended.

Treasurer's Report (attached documents):

Some items from Trustee's Reimbursement request were dated in previous year (2017). There is no money leftover from 2017 so items were not reimbursed: \$99.20

The passes for the library have been purchased. Anne will get the info.

Treasurer's Report: MSP

Review of last meeting's To Do Lists:

Chris Libby's email works

Chris Libby is willing to maintain volunteer list

School will put flyer regarding passes in with handout. Need to get them the flyer.

We can also put up a poster in school regarding passes.

FOL Board meeting has been posted in library

Passes are purchased

Jen has posted minutes she has on website and taken down those from before 2016

Anne will send Jen the rest of the minutes from past two years so they can be posted on website.

Review items for Trustees' meeting (attached) which will follow this meeting.

Review for 5/5 FOL Board meeting:

Ask for volunteers for 1000 books before Kindergarten program

Ask for volunteers for Ducky Day book sale and summer reading kick off

Ask for volunteers for Old Home Week book and bake sales, August 10-11

Discuss Volunteer party

FOL EC 5/3/18

Welcome

Secretary's report

Treasurer's Report

Review To Do List from 3/21

Update on Passes

Prep for Trustees Meeting

Board Meeting Agenda Prep

Calendar Update

**Friends**

**Budget vs. Actual**

January through April 2018

	<u>Jan - Apr 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budge</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 Unrestricted Income				
4010 Annual Letter	\$ -	\$ 4,500.00	\$ (4,500.00)	\$ -
4020 Gifts	\$ 355.00	\$ 3,300.00	\$ (2,945.00)	\$ 0.11
4030 Book Sale	\$ -	\$ 1,600.00	\$ (1,600.00)	\$ -
4040 Bake Sale	\$ -	\$ 700.00	\$ (700.00)	\$ -
4050 Lecture Donations	\$ 78.50	\$ 250.00	\$ (171.50)	\$ 0.31
4060 Amazon Smile	\$ 33.28	\$ 80.00	\$ (46.72)	\$ 0.42
<b>Total 4000 Unrestricted Income</b>	<b>\$ 466.78</b>	<b>\$10,430.00</b>	<b>\$ (9,963.22)</b>	<b>\$ 0.04</b>
4100 Restricted Income				
4110 NHHHC Grants	\$ -	\$ 250.00	\$ (250.00)	\$ -
<b>Total 4100 Restricted Income</b>	<b>\$ -</b>	<b>\$ 250.00</b>	<b>\$ (250.00)</b>	<b>\$ -</b>
4300 Div Income	\$ 42.85			
4400 Interest Inc	\$ (4.72)			
<b>Total Income</b>	<b>\$ 504.91</b>	<b>\$10,680.00</b>	<b>\$ (10,175.09)</b>	<b>\$ 0.05</b>
<b>Expense</b>				
6000 Library Programs				
6010 Summer Reading	\$ 55.56			
6030 Supplies	\$ 109.49			
6040 Film Programs	\$ 115.20			
6000 Library Programs - Other	\$ -	\$ 4,053.00	\$ (4,053.00)	\$ -
<b>Total 6000 Library Programs</b>	<b>\$ 280.25</b>	<b>\$ 4,053.00</b>	<b>\$ (3,772.75)</b>	<b>\$ 0.07</b>
6100 Other Library Support				
6110 Books	\$ -	\$ 4,000.00	\$ (4,000.00)	\$ -
6120 Conferences	\$ -	\$ 1,340.00	\$ (1,340.00)	\$ -
<b>Total 6100 Other Library Support</b>	<b>\$ -</b>	<b>\$ 5,340.00</b>	<b>\$ (5,340.00)</b>	<b>\$ -</b>
6200 FOL Programs				
6210 Lectures	\$ 625.00	\$ 1,600.00	\$ (975.00)	\$ 0.39
6220 Passes	\$ 700.00	\$ 750.00	\$ (50.00)	\$ 0.93
6230 1 Book/1 Valley	\$ -	\$ 75.00	\$ (75.00)	\$ -
6240 Book Club	\$ -	\$ 100.00	\$ (100.00)	\$ -
<b>Total 6200 FOL Programs</b>	<b>\$ 1,325.00</b>	<b>\$ 2,525.00</b>	<b>\$ (1,200.00)</b>	<b>\$ 0.52</b>
6300 FOL Expenses				
6310 Postage	\$ 10.74	\$ 230.00	\$ (219.26)	\$ 0.05
6320 Printing	\$ 190.64	\$ 345.13	\$ (154.49)	\$ 0.55
6330 Supplies				
6331 Envelopes	\$ 158.95			
<b>Total 6330 Supplies</b>	<b>\$ 158.95</b>			
6340 Filing Fee	\$ 75.00	\$ 75.00	\$ -	\$ 1.00
6350 Volunteer Dinner	\$ -	\$ 525.00	\$ (525.00)	\$ -
6300 FOL Expenses - Other	\$ 0.76			
<b>Total 6300 FOL Expenses</b>	<b>\$ 436.09</b>	<b>\$ 1,175.13</b>	<b>\$ (739.04)</b>	<b>\$ 0.37</b>
<b>Total Expense</b>	<b>\$ 2,041.34</b>	<b>\$13,093.13</b>	<b>\$ (11,051.79)</b>	<b>\$ 0.16</b>
<b>Net Ordinary Income</b>	<b>\$ (1,536.43)</b>	<b>\$ (2,413.13)</b>	<b>\$ 876.70</b>	<b>\$ 0.64</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
9000 Other Expense				
9030 Restricted Expenses	\$ 86.90			
<b>Total 9000 Other Expense</b>	<b>\$ 86.90</b>			
<b>Total Other Expense</b>	<b>\$ 86.90</b>			
<b>Net Other Income</b>	<b>\$ (86.90)</b>			
<b>Net Income</b>	<b>\$ (1,623.33)</b>	<b>\$ (2,413.13)</b>	<b>\$ 789.80</b>	<b>\$ 0.67</b>

*add to Book Club  
168*

**Friends**  
**Budget vs. Actual**  
January through April 2018

	<u>Jan - Apr 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budge</u>
<b>Balances</b>				
Citizens Operating Account	\$ 8,011.51			
Fidelity Investments	\$ 22,357.12			
<b>Total Balances</b>	<b>\$ 30,368.63</b>			