

2013 Friends Meeting Minutes September 10, 2013

Attendees & June-August Hours:

Paula Highfill, President	36.50		Carol Ann Grantham, V-P	13.75
Jenny Elliott, V-P	10.25		Diane Kelly, V-P & Treasurer	6.50
Stacey Guttman			Robert Lee	
Dee Lemser			Sharman Miller	
Loretta S. Reves			Joyce Sternberg	
Sharon Zambrzycki	5.00			
Steve Standefer #			Suzonne Evans +	
#library representative			+library board member	

1. Minutes

The meeting was called to order at 6:05 PM. by Paula Highfill, President. The minutes for June were presented. There were no corrections. Sharman moved the minutes be approved as written and the motion was seconded by Dee. It carried unanimously.

2. Treasurer's Report

Diane presented the final report for Mansfield Reads 2013. Total income received was \$3,313.05; total expenses were \$4,139.04, leaving a net loss of \$825.99. We also received \$4,936.11 of in-kind contributions.

The monthly reports for June, July and August were then presented. Revenue for June included a sponsorship from the Mansfield Early Childhood PTA for the summer reading program in the amount of \$441.98; sales of used books in the amount of \$806.44; and sales of products in the amount of \$78.25. We also received \$35 for memberships. The primary expense for June was \$334.17 for the purchase of products. No deposits of revenue were made in July and the only expense was \$2,750 for previously approved funding of items on the library's wish list. Revenue in August came primarily from the following: a sponsorship in the amount of \$100 for the summer reading program; used book sales in the amount of \$752.60; and product sales in the amount of \$116.50. The sales figures included July sales as well as those for August. A motion to approve all the reports was made by Joyce, seconded by Sharman, and passed unanimously.

3. President's Report

§ **Library News** — The library's board of directors will meet on Wednesday at 6:00 PM. They will be interviewing an applicant for the board to fill a vacancy. September is the end of the library's fiscal year. A new Youth Services Librarian has been hired to replace Annette. Her name is Yolanda Botello. She is originally from El Paso and is bilingual. She will start next week.

- § The Friends received a signed copy of *Hands Around the Library: Protecting Egypt's Treasured Books* as a result of being one of two winners of the 2012 National Friends of Libraries Week Awards. The book was presented to Steve to be placed in the library's collection.
- § The Summer edition of *The Voice* contains a full-page article about the two winners of the National Friends of Libraries Week Awards. The article includes a photo of the Mansfield Friends with their gnomes. The article can be found at www.ala.org/united.
- § **Ninth Habitat for Humanity Family Welcome Bag** — This house is for a single mom with two children. A gift bag of books and brochures will be put together and then delivered to her by Paula.
- § **B&N Book Fair** — The book fair is scheduled for Wednesday, December 11. “Save the date” as we will need volunteers to gift wrap purchases made that evening. Also, please tell your family and friends about this event.
- § **Upcoming Officer Elections** — Paula reminded us that officer elections will be held in November. Think about which office you would like to be considered for. Carol Ann is President-elect. The positions to be filled and the current office-holders are as follows:

Vice-President (Reads) — Jenny
Vice-President (Writes) — Diane
Treasurer — Diane
Secretary — Carol Ann

4. Unfinished Business

- § **Framing of Reads Posters** — The cost estimate at Michael's for framing one poster using archival glass and matting is \$400. However, if we wait until there is a coupon for 60% off, plus an additional 10% off, the cost would be \$158 each for a total of approximately \$1,600. A motion was made by Sharman to wait until we can get the 70% discount. The motion was seconded by Jenny and it passed unanimously.
- § **Mansfield Writes** — This event is scheduled for Friday, November 1, 2013, at 7:00 PM. There is a panel of six writers. Attendance is free, but reservations can be made on our web site. Volunteers are needed for set-up that morning, for the sales table, for refreshments (coffee and donuts), and for take-down afterwards.
- § **Mansfield Reads** — This event will take place on Friday, May 2, 2014. *The Informationist* by Taylor Stevens has been confirmed as the chosen book. Volunteers for this event will also be needed.

5. New Business

- § **Purchase of Ear Buds** — Diane will research ear buds to see if they would be a good addition to our line of products for sale. A suggestion was made that the complete product line be reviewed and evaluated as to cost versus sales.

§ **Establishment of the Friends of the Mansfield Public Library Endowment Fund** — Paula reported that Friends officers met several times during the summer, not only with Steve, but also with an officer of Frost Bank, to discuss the feasibility of establishing an endowment fund. The officers determined that an endowment fund is necessary in order to “enhance the long-term financial strength of the library, thereby increasing the availability of programs, services and facilities for the benefit of the Mansfield community.” Establishing an endowment fund is a major step for the Friends. More information and details will be shared with Friends members in the coming months.

6. Adjournment

The meeting was adjourned at 7:15 p.m. The next meeting is October 8, 2013, at 6:00 p.m.