

## **Friends of the Randolph Public Library**

Board Meeting

March 6, 2024

Meeting Minutes

### **I. Call to Order**

The meeting of the Board of the Friends of the Randolph Public Library was called to order at 9:02 AM EST on March 6, 2024. This meeting was hybrid – some attended in person and others virtually.

### **II. Attendance**

- Sue Maddock – Co-President
- Catherine Zirpolo – Co-President
- Michele Cormier – Treasurer
- Kayla Demers – Secretary
- Yvonne Jenkins – Librarian
- Liz Johnson – Board Member at large

Additional attendees for Bicentennial conversation:

- Sarah Gallop
- Edith Tucker
- Judith Hudson
- Guy Stever
- Steve Teczar

### **III. Approval of the Minutes from the January 24, 2024, Meeting**

Michele made a motion to approve. Liz seconded. All in favor. Approved.

### **IV. Bicentennial Event Discussion**

- There was a healthy discussion around the program, the invitations to elected officials, and the action items. The group agreed to the following:
  - We will create an invitation and send to Edith for her to send to elected officials
    - Expectation is that 8 elected officials will attend and that 4 would speak
    - Michelle will receive RSVPs until May 27<sup>th</sup>
  - Judy will plan to have the book available for signing
  - Suggested that David Willcox might want to intro - Yvonne will ask
  - Estimated the 60-80 people might attend
  - We'll plan on including information in Mountain View, Randolph Weekly, and will send physical postcards to all who own properties in Randolph
- The Friends will meet again on Saturday, March 9<sup>th</sup>, to review materials and align on all next steps

*The additional guests left after the Bicentennial conversation.*

### **V. Librarian's Update**

- **Report on Programs & Plans**

- Everything is going well at the Library.
- Abbreviated discussion due to shortened timing

- **Financial Authorizations**

- Approvals for the following:
  - \$150 – eclipse sets
  - \$150 – beaver dam, stipend
  - \$100 – Matt Maloney from Tin Mountain
  - \$75 – parade/balloons
  - \$100 – summer flowers
  - \$100 – Bluetooth
- Sue moved to approve. Catherine seconded. All in favor

## **VI. Treasurer’s Report**

- 2024 Financial reports were shared ahead of the meeting (located in Appendix)
  - The cash position is \$11,252.47; \$4,175 are restricted funds for Meg Meiklejohn and \$406.80 has been donated in memory of Nancy Penney
- Federal filing is annual; state filing is due this year (2019-2023).
  - Michele filed both

## **VII. Meetings for this year**

- Friends Event – scheduled for June 8<sup>th</sup> at Noon – 1 PM
- Friends Annual August Meeting – scheduled for August 7<sup>th</sup> at 6 PM

## **VIII. Old Business**

- 2024 Memberships
  - Discussion about form & thanks. Will review in next meeting
- Social/After Hours Committee
  - No plan yet but to discuss in upcoming meeting
- Welcome to Randolph Open House
  - No updates here
- Little Library initiative
  - Pending
- Book & Bake Sale – July 27<sup>th</sup>
- Story Walk/Nancy Penney funds
  - No updates yet (other priorities taking place!)
- Meg Meiklejohn funds
  - No update: Yvonne still wants to install electric vehicle chargers in Meg’s memory, after the solar panels are installed (est. install this summer)
  - Can also do an annual speaker series

## **IX. Friends of the RPL Communications**

- ACTION: Kayla to submit article for April 2024 Mountain view, including info on:
  - Friends Annual Gathering
  - Friends Annual Meeting
  - Friends Bicentennial Event

**X. Next Steps**

- Next meeting scheduled for **Thursday, May 9<sup>th</sup>, at 9 AM EST**
- List of action items for Bicentennial here:  
<https://drive.google.com/drive/folders/1z9imfBrOPAKot2LGCJYeb2CkO924IITD?usp=sharing>

**XI. Close**

A motion was made to close. The meeting adjourned around 10:49 AM EST.

**XII. Addendum**

Financial Reports

<b>Friends of Randolph Public Library</b>	
<b>Balance Sheet</b>	
<b>As of March 1, 2024</b>	
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	Mar 1, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash	11,252.47
Total Checking/Savings	11,252.47
Total Current Assets	11,252.47
<b>TOTAL ASSETS</b>	<b>11,252.47</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Restricted-Meiklejohn donations	4,175.00
Restricted-Penney donations	406.80
Unrestricted Net Assets	5,102.73
Net Income	1,567.94
Total Equity	11,252.47
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,252.47</b>

9:48 AM

**Friends of Randolph Public Library  
Profit & Loss**

03/01/24

January 1 through March 1, 2024

Accrual Basis

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	<u>Jan 1 - Mar 1, 24</u>
<b>Ordinary Income/Expense</b>	
Income	
Donations	1,225.00
Interest	0.17
Program Income	
Membership Dues	<u>680.00</u>
<b>Total Program Income</b>	<u>680.00</u>
<b>Total Income</b>	<u>1,905.17</u>
Expense	
Events Expenses	100.00
Filing fees	75.00
Movie license/Zoom	159.90
Paypal fees	<u>2.33</u>
<b>Total Expense</b>	<u>337.23</u>
<b>Net Ordinary Income</b>	<u>1,567.94</u>
<b>Net Income</b>	<u><u>1,567.94</u></u>