

# Friends of the Randolph Public Library

Board Meeting

May 9, 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 9:04 AM EST on May 9, 2024. This meeting was hybrid – some attended in person and others virtually.

## II. Attendance

- Sue Maddock – Co-President
- Catherine Zirpolo – Co-President
- Kayla Demers – Secretary
- Yvonne Jenkins – Librarian

Absent:

- Michele Cormier – Treasurer
- Liz Johnson – Board Member at large

## III. Approval of the Minutes from the March 6, 2024, Meeting

Yvonne had a question about the March authorization related to Matt Maloney from Tin Mountain. It was clarified. Otherwise, Catherine made a motion to approve. Sue seconded. All in favor. Approved.

## IV. Librarian's Update

- **Upcoming Programming:**
  - May 15 at 12 noon. Meeting at the library with landscape architect Nadine Gerdts to talk about a natural outdoor play space.
  - May 20 at 10:00 a.m. Perspectives Book Group - We received a grant from the NH Humanities (\$300 for speaker fee plus 14 copies of "Samarkand" by Amin Maalouf). The book discussion will be led by Mohamed Defaa (live via Zoom). Note: the money for this is channeled through the Library, not the Friends.
  - May 29 at 7:00 p.m. Slide lecture by John Yannone on Almost a Lifetime of Hiking the White Mountains of the Northeast - "Slow and Heavy".
  - June 5 at 6:00 p.m. National Weather Service SKYWARN Storm Spotter Program - at the Randolph Town Hall.
- **Upcoming Children's Summer Programming:**
  - Yvonne is working on it. She will do a summer reading program. The theme for this year is "Adventure Begins at Your Library." Potential ideas include:
    - Author coming in August
    - Hoping the AMC will do an 'edible scat' activity
  - It will also be the Summer Olympics, so she'll probably host a little Olympics event!
- **Update on Previous Authorizations**
  - Everyone appreciated the Eclipse bling
  - She purchased the balloons for the library float and the Bluetooth speaker.

- We authorized \$100 for flowers (she hasn't purchased yet) as well as the \$150 for the Beaver Dam program, which might not happen

## V. Treasurer's Report

- 2024 Financial reports were shared ahead of the meeting (located in Appendix)
  - The cash position is \$11,212.63; \$4,175 are restricted funds for Meg Meiklejohn and \$406.80 has been donated in memory of Nancy Penney.
  - The group talked about ways to reduce our balance to <\$10,000, particularly with the restricted funds.
    - The challenge is that certain projects are still in progress (e.g. solar panels)
    - We are also still limited with volunteers to support and push ahead
    - One idea: perhaps write a check to the Library for the restricted funds.
    - Group to discuss in the next meeting and align

## VI. Bicentennial Event Discussion

- The group shared an update on status:
  - Sarah Gallop will emcee the event
  - David Willcox is good to present
  - Judy might need to present over zoom
  - Andy will video the event (note livestreamed, will be posted later)
  - RSVPs from representatives: Jeanne Shaheen and Annie Kuster will have reps
  - TBD if Bicentennial committee would be selling items at the event
  - Yvonne worked hard on the centerpieces – she will also work on trivia questions
  - Group discussed outstanding items and next steps: [Bicentennial Checklist Prep](#)

## VII. Old Business

- New board member options:
  - Julia Umiker was named; others were mentioned. Sue will check on Julia. The group will continue to brainstorm & discuss. Need to have one ahead of Annual meeting
- Recognition and Thanks:
  - Sue & Liz agreed that we would not do a specific 'thank you' callout unless we're raising for a specific event or item, regardless of the donor.
  - We do need language to share with members on using their names. Sue & Liz proposed that we operate on an 'opt-out' system: we will need to include language in the form that grants us permission to use their names unless they specifically ask us not to. Goal would be to update the forms and online website for the balance of 2024, and then it would be fully included in all membership sign ups in 2025
    - Kayla will draft up a language to add to form and send to Liz & Sue
- Plans for member event (June 8):
  - Group agreed on an 'ice cream social' theme
  - Group aligned on next steps and communications
- Welcome to Randolph update:
  - Anne Forsyth indicated that she can no longer continue to manage this
  - We need to scale this back
  - Group to see if we can get a project "leader" for this at the ice cream social

## VIII. Old Business (cont.)

- Story walk:
  - No updates here; Yvonne to see if we could put a Story walk at Durand
- Little Library:
  - Catherine has called several times and isn't getting a lot of feedback from the high school
- Advisory Committee for Meiklejohn funds
  - Yvonne will work on this

## IX. New Business

- Planning: Book & Bake Sale on July 27 from 9-3
  - Yvonne to start working on publicity for this
- After hours/committee help
  - No updates here

## X. Friends of the Library Communications

- Mountain View Article – next one will be the December article
- Meeting notifications (annual meeting – bylaw change, so July 7)
  - We will send the notice by email
  - Email will be sent to dues-paying members and prior-year members – we will ensure that that folks pay at the meeting this year if they want to vote
  - We could include a note to those who haven't paid yet in 2024

## XI. Next Steps

- Next meeting scheduled for **Wednesday, July 10<sup>th</sup> at 9 AM EST**
- List of action items for Bicentennial here: [Bicentennial Checklist Prep](#)

## XII. Close

A motion was made to close. The meeting adjourned around 10:30 AM EST.

## XIII. Addendum

Financial Reports

10:30 AM

05/06/24

Accrual Basis

### Friends of Randolph Public Library

## Balance Sheet

As of May 6, 2024

	<u>May 6, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash	11,212.63
Total Checking/Savings	<u>11,212.63</u>
Total Current Assets	<u>11,212.63</u>
<b>TOTAL ASSETS</b>	<u><u>11,212.63</u></u>
<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	<u>1,528.10</u>
Total Equity	<u>11,212.63</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>11,212.63</u></u>

10:30 AM

05/06/24

Accrual Basis

### Friends of Randolph Public Library

## Profit & Loss

January 1 through May 6, 2024

	<u>Jan 1 - May 6, 24</u>
Ordinary Income/Expense	
Income	
Donations	1,310.00
Events	75.00
Interest	0.36
Program Income	
Membership Dues	<u>770.00</u>
Total Program Income	<u>770.00</u>
Total Income	2,155.36
Expense	
Events Expenses	390.03
Filing fees	75.00
Movie license/Zoom	159.90
Paypal fees	2.33
Total Expense	<u>627.26</u>
Net Ordinary Income	<u>1,528.10</u>
Net Income	<u><u>1,528.10</u></u>