

Friends of the Griffin Free Library - May 6, 2024

Present: Pat Davenport, Pat Clement, Judy Bellrose, Fay Hanscomb, Marion Miller, Patti Allard, Fay Hanscomb, Cindy Berling, Liz Michaud, Elaine Willett, Sharon O'Leary Graves, Dan Szczesny, and Karen Murray

The meeting was called to order at 7:00 PM.

Secretary's Report

The previous month's minutes were reviewed. A motion was made to accept the secretary's report. 1st Fay and 2nd Pat D. - motion passed

Karen shared the draft of the Welcome Letter with the board. After making a few revisions it was shared with the newest members.

Treasurer's Report -

Marie was not at the meeting so Karen shared her report.

Starting Amount. \$3631.07

Expenses.

NH Farm Museum. (\$75)

Deposits

Bank deposit \$614 ??not sure what this is from? Bags?

Pay Pal. \$144.68 (Day of Giving)

Square. \$28.05

End of month \$4342.80

A motion was made to accept the Treasurer's report. 1st Terry and 2nd - motion passed.

All the flowers have been ordered for the plant sale.

Dan had 2 additional Giving Day donations that had been dropped off at the library from the Melendys and Democrats of Auburn. Pat D. took these envelopes to give to Marie.

Director's Report

1. Museum Passes

Usage continues to increase with 39 passes borrowed in April for a total of 102 in 2024. This is up from 59 in the first four months of 2023. Top passes are:

Museum of Science (22), SEE Science Center (21), NE Aquarium (20),

Discovery Center (15). Zoo NE has increased (13). Squam Lake Science Center is open and Bedrock Garden opens 5/15.

Pass Maintenance

Jess has created a detailed Museum Pass book for admin use which includes contracts, costs and correspondences. Feel free to look at it. Dan again recommends the Friends allow the library, under the direction of Jess, to buy and input passes which the Friends have approved and budgeted. Monthly updates will continue and pass maintenance would happen according to the Friends wishes. The passes would be in the system and available quicker to patrons and paperwork would decrease for Friends. This could be done for 6 months to try it.

Discussion: We like to feel like we have continuing control over passes. We could be proactive by voting ahead of time for passes that are expiring and a check could be written the night we vote on a pass. No vote taken as 2 of the officers were not at the meeting.

2. Creative Bug

This service has been well received. As expected subscribers and video usage has decreased after the first month. There are 45 subscribers so far and 104 distinct uses of videos or workshops. Dan urged us to register if we haven't and to subscribe to share links with family and friends.

3. Library Usage Numbers Continue to Grow!

Usage has again increased and is breaking previous records as 1,357 patrons/visitors have used the library in April. Thus far in 2024, our patron count and visitors are more than 35% ahead of where it was in 2023. The library usage is far outpacing our staffing and budgetary restrictions, a clear indication across the board of the need for a larger complex.

4. Plastic Bag Drive

Will begin in June. Jess is the head of this effort. (See Old Business)

5. Sales Policy

The trustees have instituted a new sale policy for the library to handle items such as Friends Tote Bags. The policy is below.

OUTSIDE ORGANIZATION SALES AT THE LIBRARY POLICY

In the course of everyday operations, based on day to day library priorities, Griffin Free Public Library can sell some fundraising goods of select Auburn-based non-profit organizations.

1. The Griffin Free Public Library does not allow solicitation or sale for any for-profit organization in the library.
2. Permission to sell items for Auburn non-profit organizations in the library will need approval from the director, subject to review by the Board of Trustees, and will be limited to those organizations whose mission is in keeping with the stated mission of the library and those which provide a direct financial benefit to the library.

3. Library staff will accept cash or checks only.
4. Organizations must have one point of contact for all sales, and funds picked up weekly.
5. One organization at a time may sell items (with some exceptions) for 30 days, renewable if no organization is waiting.
6. The selling organization will provide the library with flyers, price listings, displays and/or pertinent information.

Approved by Griffin Free Public Library Board of Trustees April 15, 2024

Discussion: The Tote Bags are now on sale at the library. We can expect this to continue for a while since no other group is expected to ask for items to be sold. A flier with price is on display. Cathy and Karen will be contacts.

Old Business

Tote Bags

We are thrilled the Trustees will allow those who purchase, or have purchased, one of these new totes to “**Fill It For Free**” at the Book Sale on Sunday, July 28th! Coupons explaining this perk will be placed in bags. Karen gave coupons to those in attendance who previously purchased bags. She has coupons for those not in attendance although we will need to track some people down.

Karen reports that 21 bags have been sold so far. Once we sell 48 bags we will break even.

Santa Breakfast

Cindy recapped the meeting she and Cathy had with the PTA. Minutes from this meeting were previously shared. The meeting went well and discussion was guided by presuming positive intent by all. Those in charge will take a picture prior to setting up to ensure all items are put back in the original spots.

Items discussed that may still need to be addressed at another time are:

- We will hire the Santa the PTA had. We don't have to pay him, but he takes donations.
- where to have people enter the cafeteria
- where to sell tickets
- Cindy is willing to make muffins instead of waffles since Freihofers is out of business. Fay volunteered to help and others may as well.
- Heather will take pictures
- Donations for Heather and Gary
- Fay is willing sign-up to use the school and arrange to get a key

Longmeadow Flea Market June 1st

Cathy and Karen will be available to sell Friends items at the Longmeadow Church Flea Market on 6/1 from 8:30-2:00. Judy may possibly be available as well. Pat A. explained there is no charge for nonprofits to have a space although there may be a charge for renting a table. Karen will call to reserve a spot.

Application for Membership - some people feel we should have an application for new members to fill out. Karen will begin working on this.

Author Visits

1. Sisters in Crime www.sincne.org A motion was made at the April meeting to host a Sisters in Crime event. No amount was stated as it depends on how many authors participate. It will be between \$150-\$200.

This event will be held at the school. Dan will contact the school to check availability for Thursday nights Oct. 10 and Oct. 17.

There was discussion on whether we should charge for this event. No decision was finalized.

2. John Rockwood <https://www.facebook.com/THE.LOON.MAN/> - Dan spoke to John and he is willing to visit. We will wait to book him until after The Sisters in Crime event is scheduled.

Gambling Grant Money

Pat C. will try to find out more info on the status of this application.

Eclipse Celebration

This was a fun event. Thank you to those who volunteered at the event and those who provided baked goods and water. Karen shared that she thinks the profit from the bake sale and water was \$115. In addition 2 tote bags were sold, Cathy sold 28 ornaments and took orders for more and \$90 was made from the sale raffle tickets for the quilt.

Plant Sale May 18 from 8:00-2:00

Sharon shared a sign-up sheet for volunteers.

Set -up Friday, 5/17 2-5

Sat, 5/18 1st shift 7-11 2nd shift 11-2 clean-up 2-3:30

Plants will be stored inside the library prior to sale day

Karen will advertise on Facebook. Sharon will contact WMUR and other sites that advertise events. Fay will bring a table Friends' sale items and raffle tickets

Reminder

Friends' Website: <https://friendsofgriffinfree.org/>

Archive of Friends and Trustees minutes:

<https://friendsofgriffinfree.org/meeting-minutes-archive/>

The link to this page isn't public and only available to only those who have this link

New Business

1. Pick-A-Duck and Duck Race/Auburn Day

Pat D. passed around a list of businesses that may make donations and asked people to sign up to contact these businesses. Pat C. provided sample letters people can mail to these businesses or bring in when visiting. Pat D. has this list if others want to help.

We decided to again have a 50/50 Raffle.

Pat C. asked how many tables the Friends and Library want at the Duck Race. It was decided the Friends would have 2 tables: 1 for popcorn and water and a 2nd table for Pick A Duck, quilt raffle, tote bags and ornaments, 50/50 raffle.

2. Book Sale Saturday July 27 and Sunday July 28

Liz spoke about the need for volunteers for the Book Sale. The next planning meeting will be Monday, May 29th at 7:00 at the library.

3. Go-To-Bags

Karen shared that it was suggested to have a Go-To-Bag with Friends' materials such as name tags, banners, pamphlets and kept in a place that is easily located for events. In addition, name tags need to be made for new members. Since the name tags couldn't be found, this will be put on hold. Karen will try to locate and go through name tags so they can be updated prior to the Plant Sale. Cindy will make new name tags when given names from Karen

Action Items

1. All - subscribe to Creative Bug if you haven't and share links with family and friends.
2. Cathy and Karen - ongoing check in for tote bag sales at the library
3. Those who signed up - contact businesses for Pick-A-Duck donations
4. Pat C. check about the status of Gaming Grant
5. Karen - reserve a spot at Longmeadow Flea Market
6. Karen work on application for membership
7. Dan - check availability of school for Sisters in Crime event on 10/10 or 10/17

8. Karen - Advertise Plant Sale on Facebook
9. Sharon - Advertise Plant Sale on WUMR and other sites that advertise events
10. Fay - table for Friends' sale items at the Plant Sale
11. Karen - locate name tags at the library and determine if new tags are needed
12. Cindy - make new name tags
13. Pat D. - Agenda items for June: Author Visits, Go to Bag,

Motion to adjourn at 8:10 PM 1st Fay, 2nd Joanne

Next Friends' Meeting: **Monday, June 3, 2024 at 7:00pm** at the library.

Karen Murray

Secretary Friends of the Griffin Free Library