

Friends of the Griffin Free Library - February 3, 2025

Present: Cathy Sartorelli, Pat Davenport, Marie Sullivan, Marion Miller, Patti Allard, Cindi Correia, Jess Traynor, Sharon O'Leary Graves, Brenda Brunelli, Terry Coll, Joanne Linxweiler, Cindy Berling, Liz Michaud, Jordan Asselin, Dan Szczesny, and Karen Murray

The meeting was called to order at 6:30 PM.

President's Opening Remarks - Cathy thanked everyone for coming. She explained the executive board met prior to this meeting and we are going to try some new ideas for budgeting and a yearly calendar.

Secretary's Report

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

Treasurer's Report

January 2025

1/6 Deposit ½	500.00	7539.20
1/6 Cindy Berling (Santa Breakfast)	-98.00	7441.20
1/10 Zoo New England	-250.00	7191.20
1/10 SEE Science Center	-250.00	6941.20
1/10 Currier of Museum of Art	-100.00	6841.20
1/10 Joanne's Creative Bug	-500.00	6341.20
1/21 Deposit	+439.00	6780.20
2/3 Longmeadow Church (Gary Poulin)	-100.00	6680.20

A motion was made to accept the Treasurer's report.

1st Joanne and 2nd Terry - motion passed.

Director's Report

- Museum Passes** - Off to a good start in 2025! 19 this Jan. compared to 13 in Jan. 2024. Top passes: NE Aquarium - 7, Aviation Museum - 4, SEE Science Center - 4
- Deliberative Session** - The proposed town budget passed the deliberative session with nearly no questions or input from the town. This budget will provide the library with 4 more staffing hours/week, plus small increases in supply and maintenance lines. This is still only half the overall budget that the library asked

for and will make 2025 another challenging year in keeping up with patron needs and dealing with infrastructure and building issues. This is also why leaning on our Friends' group for support this year will be more important than ever!

3. **House Bill 666** - Dan shared some information on this House Bill which would impose a \$500 penalty on anyone who releases information of a person's library card status. Dan will share more information with the board.
4. **Patron Usage and General Stats** - The library continues to perform beyond its budget and staff hours. Some Jan. 2024 to Jan. 2025 stats.
Patron Usage - Up 16.9% In-House Circulation - Up 19.1%
Museum Passes - 13 in 1/24 to 19 in 1/25
Book Donations - 654 in 1/24 to 2,322 in 1/25
5. **Library Needs Punch List** - Dan brought forth items tonight which will be added to new business in future meetings.
Teen Nook REHAB - The estimated cost to rehab the Teen Nook is between \$600-\$900. This includes some supplies needed for the local mural artist volunteer who will work with the teens on paint job and mural, the cost of 2 library quality corner seats, a fold-up table, a throw for the floor and a shelf system to be put up high on the back wall. See Old Business for discussion and vote.
Magazine Wall Rack - Library currently carries about 20 magazines (some donated/free, others purchased). Readership is light, partly due to space issues. They'd like to get rid of the bulky wire rack and install a slicker, easier to access rack on the wall. This will help with circulation and patron access to the fiction section and the new book section. A 24 pocket, sturdy see through wall rack - like in a doctor's office - would cost \$357. The staff would install themselves. There was no action on this request.

Old Business

1. Liability Insurance - Jess gave an update from Nancy who was not at the meeting. Nancy is waiting for a reply on costs. The Historical Association uses the company Nancy is getting a quote from, Gallant Insurance.
2. TAG Project: Teen Nook REHAB See Director's Report #5 for request.
Discussion: \$600-\$900 is a one time expense. The cost of materials were cut from the overall library maintenance budget. The furniture will be library quality. We have underserved our teenage population. Someone has volunteered to paint a mural. Dan shared this project should be done soon and not wait to fund through possible grant money.
A motion was made to fund the Teen Nook REHAB for up to \$900.
1st Sharon and 2nd Joanne - motion passed.

3. Owl Device - Jordan shared they are still trying to get the Owl to work.
4. Grants - Fay and Cathy are working on grants.
 - a. Dollar General - Fay and Cathy have spent 12-14 hours working on this grant which is due on Thurs. 2/6. Fay is at home finishing this grant instead of attending tonight's meeting. This grant will be used to fund the Summer Reading Program. See more in New Business
 - b. Penguin Random House Grant - This grant will either be used to create a Maker Space, space/shelving for Library of Things or books. It is due 2/16. There will be a webinar on 2/4 to find out more. The link to the grant and to sign up for the training sessions:
<https://airtable.com/appUR04on4kns7PoS/paggFByKhgHrosfaD/form>
5. Applebee's Dining to Donate - Jess shared the flyer that Nancy obtained regarding this fundraiser. Applebees will donate 15% of money collected from participating customers who present a flyer to their server. Possible dates: Thursday, 4/10 as a 1st choice of date and Thursday, 4/3 as a back-up date. Karen will schedule.
6. Medium for October - We would like to hold this event the week of 10/21 at the Historical Association Building. Sharon will contact Elizabeth Robidoux and find out her availability.
7. Town Cabin in Candia Cornhole Tournament - Pat D. was not able to get in touch with anyone about this yet.
8. 2024 Treasurer report for State - Marie is working on this.
9. Membership Dues - Discussion: The time our members spend volunteering is enough. Many donate items for events. Other organizations in town such as the Historical Association and the Garden Club have dues. The Friends are different from those organizations as our function is to raise money.

A motion was made to not have dues for the Friends of the Library.

1st Joanne and 2nd Sharon - motion passed.

10. Election Day Table March 11th - Tote Bags and cookbooks (that were recently found in the shed), will be sold. This will also be the start of the raffle for Wall Hanging Quilt which will be donated by Judy. Thanks Judy! Information regarding the library and the Friends will also be shared. Thanks to those who signed up to volunteer for this event: 7:30-11 Cathy and Marie 11-2 Marion and Patti A. 2-5 Denise and Brenda Brunelli.
11. Plant Sale - Possible date May 17th. It will be a community day with the Plant Sale, Pavilion Dedication and a Bluegrass band. A Plant Sale

planning meeting will be Monday, 2/24 at 10AM at the library. Donations of plants and all plant related items will be collected sometime in May.

12. Duck Race- Sept 13 - no updates at this time
13. Longmeadow Flea Market - date TBD. Patti A. will let us know when a date is chosen. The Friends will have a table and we will ask only our members for donations to sell.
14. Santa Breakfast - There was discussion about changing the date to a Saturday, but not possible due to Longmeadow Church Fair and Breakfast. Possible dates are Sundays 12/7 or 12/14. Cathy will contact the PTA to find out if they are having a craft fair or other event.

New Business

1. Additional 2025 fundraiser ideas:
 - May 10 - Town wide yard sale – The Friends will have a table outside the library with donations from Friends only. Friends are asked to start saving household goods to donate. No items to be left at the library before or after. All unsold items will be donated.
 - a. Wall Hanging Quilt Raffle will start 3/11 on Voting Day and the winner will be drawn at the Plant Sale. Tickets will sell for \$2 each or 3 for \$5.
 - b. Dr. Seuss Quilt Raffle will start July 26th at the Book Sale and the winner will be drawn at the Santa Breakfast.
 - c. Lunch With the Director - Dan suggested a raffle to have lunch with him. This will be discussed more at our next meeting.
 - d. Gaming Money - Dan will get more information about this.
2. Summer Reading Program Grant - Fay and Cathy are working on this through Dollar General. The grant will fund an activity on June 21st which will be the Summer Solstice and the kick-off to the Summer Reading Program. The grant will also fund incentives/prizes.
3. Friends Calendar of Meetings and Events - a yearly calendar of events will be sent out to members. Some dates discussed at this meeting were:
 - a. April 1 Library Giving Day - Last year we didn't advertise due to school financial issues, but we will advertise this year. Suggestions: \$100 Donation will get you a free tote bag, consider having a specific purpose/theme for donation. Cindy will send a donation QR code to Karen which will be used in the Crier and social media.

- b. June 7 WWII Encampment at the Library 10-2 - Friends will have a table.
 - c. July 26 and 27 Book Sale - This will also be the kick-off for the Dr. Seuss Quilt Raffle which Judy will donate. Thanks again, Judy!
 - d. Sept. 2 Friends Meeting at 6:30 at the Library - Due to Labor Day the Friends will meet on a Tuesday this month.
4. Canva Pro - Jess shared that Canva Pro is available for free to nonprofits so the Friends qualify for this.
A motion was made to approve Jess obtaining a Canva Pro account for the Friends. 1st Sharon and 2nd Marie - motion passed.
5. Friends Budget – Marie is working on creating a budget and is interested in using an electronic program such as Quicken to assist. Cindy thought we may have access to this through our 501c status.
6. Book Sale – Cathy asked if the Trustees will again approve that people who purchase a tote bag from the Friends will get the perk to “Fill It Free” on the Sunday of the Book Sale. Last year there were 25 coupons used for a free fill up on Sunday. Liz will put this on the calendar for the next Trustee’s Meeting.
7. Bead Ornaments - Jess shared a sample of the ornaments/suncatchers that Nancy makes. Those in attendance liked these and are interested in selling them for a fundraiser. Thank you, Nancy! It was mentioned that a group could get together at the library to help make these.
8. Fiscal requests can be brought up at the Friends meetings, but new financial requests will be voted on at the next month’s meeting. This is an attempt to make sure we have the money needed to cover our expenses. This will allow the Board time to discuss the impact on our budget before bringing it forward to the membership at the next meeting.
Discussion: some feel this is overly cautious.
9. Survey - Cathy handed out a survey and asked people to complete and return to the library.

Action Items

- 1. Dan - share information about HB 666 with Friends’ Board members
- 2. Nancy - waiting for reply from Mindy Bedard from Gallant Insurance to get a 2nd quote for Liability Insurance

3. Jordan - Continue to investigate if the Owl device will work
4. Karen - schedule Applebee's Dining to Donate Fundraiser on 4/10 or 4/3.
5. Sharon - Get information Liz Robidox, Medium
6. Pat D. - Get information about the Cornhole Tournament at Town Cabin in Candia
7. All who are interested - Plant Sale Planning Meeting 2/24 at 10AM at the library
8. All - Plant donations and plant related items needed for Plant Sale.
9. Patti A. - Update on date for Longmeadow Flea Market
10. All - Start saving your household goods to donate for the Friends table at the Town-Wide Yard Sale and the Longmeadow Church Flea Market and Yard Sale.
11. Marie - 2024 Treasurer's Report
12. Cathy - contact PTA to find out if they are having a craft fair or other event
13. Cindy - send Karen QR Donation Code for Library Giving Day advertising.
14. Liz - Find out if Trustees will again allow people who purchase a Friends' Tote Bag to "Fill It Free" on the Sunday of the Book Sale.
15. Cathy and Karen - send out yearly calendar of events to members

Motion to adjourn at 7:55 PM. 1st Liz and 2nd Terry - motion passed.

Next Friends' Meetings: **March 3, 2025 at 6:30 PM** at the library.

Karen Murray
Secretary Friends of the Griffin Free Public Library