

Antioch Library Friends Executive Committee

Thursday, November 17, 2011

10 a.m.

In attendance: Joyce Kiyohara, Pat Usterbowski, Dee Drew, Sandy White, Marlene Zimmerman, Amy Blue

October Minutes: Pat moved to approve October minutes, Dee seconded, all voted aye.

Next Two Meeting Dates

In December, there will be no regular meeting. The holiday luncheon will take place on Friday, December 9 at 11:30 p.m. at 45 North. Amy will make a reservation for 8 for that day.

The January meeting will take place on **January 12 at 10 a.m.** This is the **second** Thursday and meetings will be held on the **second** Thursday from now on.

Book Sale ReCap

- **Breakdown of Take**

Thursday Night Presale: \$105 in memberships, \$451.05 in items sold

Friday: \$795.25

Saturday: \$535.05

Sunday: \$316.75

3 school library coupons were redeemed

142 paperback coupons were turned in on Friday and 106 on Saturday.

The raffle made \$48.50 and the bookmarks made less than \$20.

The total taken in was \$2288.80 which is about a ¼ of a year in book shop sales in 4 days!

- **Suggestions for Next Year**

Chairs-Next year there will be a committee of four: Dee, Sandy, Sylvia and Pat. These four will be in charge of organizing the stairwell for the book sale as well.

Stairwell- Alphabetize the categories in the stairwell and keep them that way so sorters know which categories there are and where they are.

Top shelf has to be for paperback because they can be stacked higher.

Amy will see if cabinet can be moved to other stairwell.

All boxes must be cut down for easier lifting.

Free Coupons- Do paperback coupons, but make them "free book **with purchase**".

Raffle- Skip the raffles and bookmarks; not worth the effort.

Bag Sale- For Sunday bag sale, just paper, not plastic. Some libraries have patrons pay the \$5 at the door to get the bag, then they've paid \$5 for however much or little they end up putting in the bag.

Publicity- More publicity-both sides of sign

Small shelving units along wall to see DVD's & CD's better.

Presale-first two hours of sale, charge \$10 entrance fee, not a member benefit or 20% more of purchase.

Volunteers- Make sure volunteers have assigned duties.

Used Book Shop-Close the bookstore the day of bag sale.

Financial Report

3rd quarter sales tax has been paid in the amount of \$143.00

There is \$13,584.95 at Chase and \$6117.28 at State Bank of the Lakes for a total of \$19702.35.

The new checks for State Bank of the Lakes haven't come in yet.

There was a check received for \$44 from Cartridge World for recycled cartridges.

Amy will advertise the Cartridge World program in the Spring newsletter.

There was some discussion on how much to keep in reserve. It was decided at least \$2,000 should be kept in reserve.

At the January meeting a report will be given with what the Friends donated to the library in 2011.

Silent Auction Report

In October, \$57 was made in Auction items, but checks have not yet been received from bidders. That makes a total of \$1600 year to date.

Holiday Decorating

Darlene gave Joyce an idea for a "book tree" made from old books. Joyce will make it and bring in her silver packaged boxes.

Holiday Giving

Joyce suggested the Friends buy books for One Hope United or Allendale. Joyce moved that the Friends purchase \$1,000 in books for One Hope United and Allendale, Marlene seconded and all voted aye.

Amy has sent suggestions for older teens to Sandy and she will be contacting One Hope United and Allendale about it.

Library Requests

The library presented several requests to the Friends. These included: \$8,000 to complete the sound system in the Eide room, \$2,000 for 5 laptops for in-house circulation, \$2,000 for a cart to store them and the departmental e-readers on, \$200 for a Kindle Fire for library staff to demonstrate Kindle to patrons on, \$1,000 for Adult Summer Reading Program, \$1,000 for Teen Summer Reading Program, \$6,000 for a security system upgrade, \$19,500 for a new children's computer lab area, \$22,000 to upgrade the exterior sign.

Sandy moved to fund the summer reading programs, the cart to store the laptops and e-readers, and the Kindle fire for staff, Dee seconded, all voted aye.

Marlene moved to fund \$2,000 for laptops, Sylvia seconded, all voted aye.

There was some discussion about the other requests, and it was decided there was not enough information to make a decision at this time. For January's meeting, Amy will have Kathy come and will also have more information prepared in advance. There is also the option of funding half of a project and the library funding half and so some yearly planning can be done at that time.

A check for \$4379 was received by the library for the summer reading programs, the cart and the Kindle fire. A check for the laptops has not yet been received as of 12/1/2011

Adjournment

Meeting was adjourned at 11:30 a.m.

Next Meeting is January 12 at 10 am