

FRIENDS OF CHELSEA DISTRICT LIBRARY

Executive Board Meeting
Saturday, December, 2011

CALL TO ORDER

Cynthia Silveri called the meeting to order at 4:31p.m.

Present: Cynthia Silveri, Theresa Whitaker, Bill Harmer, Toni Keim, Sharon Pignanelli,
& Nancy Neff

MINUTES

- Previous month's minutes were not approved due to no quorum

DIRECTOR'S REPORT

- Bill passed out a handout on tax-savings opportunity of the endowment
- Bill discussed Fundraising committee for the library

TREASURER'S REPORT

- Kim presented the Treasurer's report. It indicated at the end of November 2011 cash balances were \$12,962.06.
- At the end of November, income included \$407.70 from friendly book cart, \$18.00 from book bags, \$7.00 for flash drives, \$0.17 with interest on savings, \$845.77 from Mission Based Books, \$5.00 in donations, \$705.00 in membership dues, & \$48.00 from Videos, with a total income of \$2,036.64.
- Expenditures included \$841.86 for endowment, \$30.00 in business fees, \$68.00 in book sale supplies, & \$5.60 for supplies, for a total of expenses of \$945.46.

COMMITTEE REPORTS

Fundraising

- Nancy reported in the month of November, there were 245.25 hours volunteered & 19 coupons given out. YTD hours volunteered were 2047.75 hrs, with a YTD total of 200 coupons.

Book Sale Report

- Cynthia is going to follow up with Jonathon from MBB about the records for accounting

Communications

- Erika is doing communications & continuing on the newsletters

Membership

- Toni presented a draft of a letter being sent out to join the Friends to help increase membership

Book Sale Task Force

- Sharon reported on documentation for the next meeting on December 20th

OLD BUSINESS

- Toni discussed getting t-shirts made up for the Friends
- Toni presented information on book sale banners and what it would involve to get them

NEW BUSINESS

- The Annual Meeting will be held Saturday, January 28th
- Cynthia is meeting with someone to discuss changing the By-laws

ADJOURNMENT

- The meeting was adjourned at 5:18 pm.

Respectfully Submitted,
Theresa Whitaker