

**Friends of Onondaga Free Library**  
**Minutes of the Meeting of the Board of Directors**  
**October 7, 2020**

Due to COVID-19 the meeting was conducted via ZOOM.

**PRESENT:**

Directors: Mary Buckout, Barbara Leigh, Pam McLaughlin, Susan Parry, Mary Beth Roach, John Thornton and Donna Zeolla  
Absent: George Bain  
Library Staff: Susan Morgan  
Members: Anne Andrianos, Deb Carey, Kathy DeSanctis and Mary Taylor

The meeting was called to order at 7:04.

**ANNOUNCEMENTS:**

- Millennium Seminar: NYLA conducted a seminar a few weeks ago geared toward reaching out to younger people. On Susan M.'s wish list is to use social media to advertise our meeting. She suggested we have programs for member's only. It was suggested we have a meeting at Chelsea's with appetizers and soda and invite all our members. We will revisit ways to attract new members and involve our current members when the COVID restrictions are eased.
- Friends' Corner: Thanks to Donna Z. for decorating for the fall and including some updates for our events and projects.
- Daffodils: Thanks to Donna Z. and John T. for planting bulbs underneath the roadside sign. We're looking forward to seeing the sunny flowers in the spring.
- The October-December newsletter went out at the end of September.
- CJ Sturtevant submitted her resignation a few weeks ago to pursue another project. We can have nine directors so if any one is interested, or knows anyone who may be interested, please speak up.

The September minutes were read online. Barbara L. made a motion to approve the minutes, seconded by May B. and approved.

**TREASURER'S REPORT:** Mary Beth R.

- Our insurance premium went up to \$337.00 from \$321.00. Our current checking account balance is \$8379.82. John T. made a motion to approve the Treasurer's Report, seconded by Pam M. and approved.

**DIRECTOR'S REPORT:** Susan M.

- We have been open for three months and it is going very well. We had 1700 people in the library in September. We are not where we would like to be but it is tough to get people in the doors. The lack of in person programming does not help the situation. We are still doing online only programming. There was a nice turnout for the Kimberly Hamlin seminar.
- The library is in good shape financially and will hold steady for this budget year.
- Susan M. will bring ideas for the legacy gifts to the November meeting. She also has some ideas to help younger people connect to Friends. She is looking forward to the Festival of Trees.

**MEMBERSHIP COMMITTEE:** Kathy D.

- Mary Beth R. thanked Kathy D. and her committee for all the hard work in getting the membership campaign letters out. Kathy D. says the numbers are down but not bad for the situation. Individual donors are more generous this year.
- We're off to a great start. To date we have received: \$4,825.14 from 83 donors. An average donation of \$58. 13
- We will be prepping a second mailing later this month to be mailed the first week in November. Hopefully that reminder mailing will bring us in at least 90 more donors to be the same as last year! See you Wednesday! Kathy

- We need to print new brochures. Avalon seemed to have the best price. Donna Z. made a motion to spend not more than \$500.00 to print the new brochure, seconded by John T. and approved. We will use the new brochure for the second mailing in November.

**COOKBOOK:** Barbara L.

- We have close to 200 recipes so we may need to cut a few to remain within the page limitation. Barbara L. will be sending the recipes to the people who volunteered to review them and edit if necessary. Hopefully the cookbooks will be available by mid-November. Theresa's cover design can be done according to the printer.
- We asked Susan if we could block a few hours, possibly on Wednesday and Saturday, to have drive by pick up of the cookbooks. She agreed that we could do this. Mary Beth suggested we purchase a plexiglass shield that will sit on the table. It will have a slot where we can collect the money and hand out the book. Barbara made a motion to spend not more than \$150.00 to purchase a shield, seconded by Mary B. and approved.

**FESTIVAL OF TREES:** Mary T. and Deb C.

- Deb C. made a contact list of all who contributed a tree on the past three years. Only five people have responded. We have plenty of trees and wreathes - we need more decorators. We should call those that have not responded. It was suggested that we call Mary Girolamo. John suggested contacting art teachers.
- Trees can be picked up beginning October 17..
- Mary T. requested not more than \$100.00 for additional supplies.

**FRIENDS DAY/WEEK:** Mary Beth R.

- We need volunteers to get balloons from Dollar Tree in the Valley to highlight Friends' gifts to the library. Kathy D., Deb C. and John T. will get 20 balloons and get them up to celebrate the week.

**VETERANS DAY FLAGS:** Mary Beth R.

- Kathy D. has the flags and she and Mark will gladly put them up before Veterans Day.

It was decided that the Crafts and Conversation meetings will be tabled until the spring due to COVID restrictions.

Deb C. showed us her collection of bookmarks. She thought this might be a nice way to introduce patrons to the Friends. Bookmarks could be printed on card stock with a few facts about Friends and offer our contact information. The staff could put one in a book when a patron checked out. It will not make money but may make Friends. Every one thought this was a terrific idea. Deb. C. will look into pricing.

Anne A. reminded us to use smile.Amazon.com for our purchasing needs. Choosing Friends of Onondaga Free Library will net a donation to Friends for every purchase.

**NOVEMBER MEETING:** Mary Beth R.

- Mary Beth R. asked Susan M. to bring legacy gift suggestions to this meeting, remembering that we may will less money on hand than usual.
- Holiday Brunch - Susan M. will send an e-mail to the staff to see how they feel about it.
- A suggestion was made to do a virtual survey of members to see what they would like to see Friends accomplish. It was decided we would wait until COVID has passed to pursue this project.

The meeting was adjourned at 7:55. Our next meeting will be Wednesday, November 4, at 7:00PM.

Respectfully submitted,

Susan Parry, Secretary