

Friends of Brooks Memorial Library
Board Meeting Minutes - October 20, 2021

Present: Joyce Marcel, Diane Leary, Karen Duggan (who left early), Connie Kimball (via Zoom), Kevin O'Keefe (who arrived late), and Starr Latronica and Gabe Pofcher (for the library).

Joyce Marcel called the meeting to order at 4:40pm.

The minutes for the September meeting were approved.

Treasurer's Report

The treasurer's report was approved. As of September 30, 2021, our treasury balance is \$45,142.07.

New Board Member

Joyce introduced Diane Leary and offered to do a "Friends 101" information session if any new members would be interested.

Finances

Joyce met with the library consultant for finances, who suggested that we need a financial advisor to help us invest our money. Joyce will approach Christopher Chapman and ask him if he would be willing to do this for the Friends.

Book Sale

Karen gave an update on the Book Sale. We are still receiving, sorting, and moving books, with help from Betsy, Mary Ide and Therese Marcy. Jeni is still recruiting volunteers for the set-up but has plenty for the sale. She will also work on the box ads for the newspapers.

Joyce is working with Brattle Books in Boston on our "special" books. Randy Holhut photographed the spines of the collection, and Joyce will forward this to Brattle Books in hopes that they will buy them all.

Annual Appeal

The Annual Appeal letter will go out soon. We will print a few extras but decided to keep the donation envelope the same and decided not to send a bookmark. We may revisit this when we have more time to make any changes to the mailing.

Board Officers

We need a Vice-President. Kevin volunteered to help Joyce, though he will be on tour from Dec. 15th to April 15th.

Joyce's term is up in May, and she will be leaving the Board at that time.

Misc.

- The committee charged with considering tattoos and bumper stickers still needs to meet.
- We tabled the idea of holding a snowman contest.
- The Friends received \$100 as a gift in memory of Fred Bacon.

Library Business

- Katherine Patterson will give a presentation on November 12th at 7pm at Centre Church. The Friends will pay for the church rental and her hotel room (\$400, voted on via email after the meeting). Everyone's Books will give a donation from the sale of Katherine's books to the Friends. Joyce will write an article about this event for *The Commons*, and Kevin will ask Chris Mays to write the article for *The Reformer*.

- Starr reports that the staff is busy, helping with job applications, with in-depth reference, with technical advice, often one-on-one with patrons.
- Gabe is creating templates to help simplify tech issues and resume writing.
- Andy Davis will present a music program on December 7th.
- The Board approved Starr's request for \$3,000 to fund Kanopy (again, via email).
- Kevin suggested that the library website post photos of senior staff. Starr has mentioned this to the staff and will take the suggestion to the Tech Committee. Kevin says local photographer Ezra Distler will take 5-6 photos for \$500.

The next board meeting will be held November 17th at 4:30pm.

Respectfully submitted,

Karen Duggan

(with thanks to Diane Leary for taking notes)