

Friends of Ringwood Public Library

Meeting: January 8, 2020

Minutes - Draft

ATTENDANCE: Dan Parker (“Director”), President, Lisa Petri (“Lisa”), Amy Boyle Geisel, Lauren Maguire, Gail Lubot, Jessica Einreinhof.

Call to Order and Statement of meeting notice: The meeting was called to order at 7:35PM by Lisa.

President’s Remarks: Lisa welcomed everyone and wished them a Happy New Year.

Director’s Remarks: Dan thanked the Friends for sponsoring the staff holiday party at Il Palazzo. There was 100% attendance and everyone had a nice time.

Dan advised that Board approved expense of \$3500 for new ‘Ringwood Jazz Café’ music program (final name to be decided). Dan has booked 3 professional jazz concerts on Sundays 4/5/20(Gene Perla Trio-American songbook), 5/3/20(Javiera Nero- Latin American/Cuban jazz), 6/7/20(Bob ‘Himmelberger’, piano jazz) each at 2-4pm upstairs in Library; free to public with donation jar. Dan sees this as a ‘1950’s Beatnik café’ atmosphere with coffee and baked goods. The idea is to push these concerts and do a full media blitz to encourage new memberships for Friends. This is what the public asked for in Strategic Plan and in person to person conversations with Dan. Discussion ensued regarding hiring Janine Graham to design/print posters, piano tuner cost, staff needs, insurance, volunteer needs, building opening. Board approved \$3500 budget provided Friends agree and would sponsor/pay for programs.

Amy moved to approve payment of \$3500 for 3 jazz concerts as outlined by Dan, Lisa seconded and motion carried unanimously.

Minutes: The Minutes from the Nov.13, 2019 Meeting were reviewed. Amy made a motion to approve the Minutes, Lisa seconded and the motion carried.

Treasurer’s Report: Carole Baligh, Treasurer had forwarded a 4 pg. Financial Ledger d.12/31/19 and 1 pg.TD Bank statement to Lisa, Eileen and Amy. Lisa reported from the documents that balance as of 1/1/20 in Friends account was \$23,305.27.

Board Business: Amy advised that Karen had retired from the Board effective 12/30/19 and that Amy as Pres.of Board would appoint Jessica to the Board. Amy advised that NJ Library Construction Bond Grant had posted guidelines and March application date. Board and Dan hope to work with Scott and Borough to apply for new roof under that grant. Amy and Dan will meet with Scott in near future to discuss roof and HVAC system grant. Annual Meeting for Assoc.had 16 in attendance and membership passed revision to By Laws to make joining Assoc. easier and encourage participation (volunteer hours, attendance at meetings or application and \$10 fee). Discussion ensued.

Old Business: 1. Berta’s: Lisa and Amy reviewed Financial Ledger and ascertained that Berta’s event raised approx. \$947 net. Discussion ensued regarding dinner and Karen’s input not to do event at Berta’s again; didn’t sell all the tickets etc.

2. Lisa would like a volunteer to man a **Friends Membership Table** in front foyer during/after toddler story times. *Lisa will reach out to Karen to see if she is interested.* Discussion ensued.

New Business: 1. Club Sippy Cup 1/25/20 11-12:30pm Jessica explained the set-up, lay out of room. Discussion ensued regarding possibility of donation from Stop and Shop. Need is for small juice boxes, water bottles and baked goods. Jessica will make inquiry. Lisa and Amy offered to drop off baked goods. Amy will donate paper goods. Coffee, etc. is not needed; refreshments for kids only. Dan believes this is a good opportunity to explain Friends and solicit members. Lisa, Amy or Jessica will make a 'pitch' before music starts at event. Amy suggested a table outside in hallway with Friends materials AND donation jar. *Jessica needs help as follows: at set up day of, cash box/entrance fee management, baked goods and help at clean up.* Amy asked for the flyer in jpg/pdf so she could post on Ringwood Schools and PTO Facebook pages. This is an event and fundraiser.

2. Pre St. Patrick's Parade Family Fun event 3/28/20 10-12:30pm: Amy reviewed the event, need for face painters, tattoo help, baked goods, hot/cold drinks, crafts, story time. No balloons this year. Amy will look through Friends closet for decorations and paper goods. Dan will speak to new Art Intern to see if she'll volunteer to do face painting. Lisa will work up flyer. *Amy will need access to room 3pm on 3/27/20 to set up and asks for baked goods and help day of.* Discussion ensued. This is an event – makes less than \$100 if that.

3. Carole Baligh asks for \$100 to reimburse her for senior movie snacks/coffee. Dan advised that movies are very well attended and we thank Carole for acting as Barista. Lisa made motion to approve payment of \$100 to Carole, Lauren seconded and motion carried.

4. Friends Foundation/incorporation as 501 c 3 nonprofit, tax exempt separate entity: Amy gave overview. Eileen Manley went to seminar on pros of forming Foundation rather than continuing as standing subcommittee of Library Assoc. Amy reached out to Pro Bono Partnership to ask for input and free legal counsel for this purpose. Pro Bono will assign an attorney to this task IF Friends membership wants to commit. This means \$700+/- in fees plus need to hire accountant, file tax returns, establish a perm.3+member Board of Trustees, create a Mission Statement, By Laws/Constitution and pay for Directors and Officers Insurance coverage (protect against financial misdeeds). This would mean independence from the Board of Trustees and Borough. This would mean ability to raise and spend money independently of the Board or Borough and ability to solicit bequests or monies from Estates (Baby Boomers). This would require a steering committee of new Officers (NOT Board members) and a Board member or two so that the two groups work together with Dan to get things done for the Library. *This requires a commitment from 5-6 members of the Friends to move forward.* Discussion ensued. Matter tabled to March meeting. Lisa will send explanatory email out to membership to gauge interest.

Meeting adjourned by Lisa at 8:42pm.

Next Meeting: FEB.12, 2020 7:30pm (Ryerson Concert that night, Amy, Lisa and possibly Eileen may not attend)

Respectfully submitted,

Amy Boyle Geisel Acting for Secretary, Karen Marcus 1/9/20