

East Norwalk Association Library Board
Meeting Minutes
August 21, 2018

In Attendance: Sarah Mann, Sarah Mills, Kathy Cray, Minnieola Davis, Janet McRae Knight, Roberta Bauchner

Staff: Sylvia Archibald, Michael Deller

Public: None

President's Report: Sarah Mann called the meeting to order at 7:22 P.M.

MSP the July 17, 2018 Meeting Minutes with two abstentions

Sarah Mann thanked everyone for their help with the Fund Raising event which was a success. Michael confirmed that the event exceeded expectations with people still calling and coming in to see the pictures some of which will be left up as a permanent display.

Sarah reminded everyone that she will be leaving the Board after the Annual Meeting on September 18th.

Suggested officers for the Board are as follows:

President: Sarah Mills
First Vice President: Minnieola Davis
Treasurer: Kathy Cray
Secretary: Roberta Bauchner

Sarah reminded everyone to pay their dues which are \$2 for a single person and \$5 for a family by the day of the Annual Meeting in order to vote.

MSP the President's Report

Treasurer's Report: Kathy reported that we closed the Fiscal year 2017/2018, \$14,000+ over budget. The major factor for the shortfall was a failure to raise funds.

The book spend was \$8000 over budget but the Salary and Benefits' lines had a significant reduction due to staffing changes.

We have budgeted to raise \$13,000 in the Fiscal year 2018/2019. If we receive the \$6000 grant from Norwalk for programs and combine that with the \$1500 from the fundraiser, we will still have to raise \$5500.

We have scheduled a fundraising meeting for Wednesday, September 5th at 6:30.

MSP the Treasurer's Report

Director's Report: Sylvia reported that in one month of programs, we have seen 317 community families. The programs were funded with a grant of \$6000. The cost so far has been \$2529 leaving us with a balance of \$3481.

The fundraiser was a success raising \$1425. After the event we received \$240 in contributions including \$106 from Mr. Frosty and a gift of \$50 to purchase magazines.

Sarah Mills suggested a formal fundraiser in March but the subject was tabled for now. However, a tag sale in the near future is a possibility.

Several programs were suggested including The Stamford Nature Center, Acting Out With Miss Karen, cupcake decorating, a wine workshop and an Eldercare lawyer.

Sylvia presented the Board with a draft of a letter requesting funds from the Mayor's ball. Members of the Board will read the letter and make any appropriate changes. The letter is due in October.

Circulation of books, DVDs and magazines continues to increase.

MS Office has been installed in all computers.

MSP Director's Report

New Business: We will need John the weekend of the Oyster Festival to ensure the parking lot is available to library patrons and hall renters.

Old Business: No Old Business

MSP to adjourn the meeting at 8:30

Next Meeting Date: September 18, 2018 (Annual Meeting)