

**Friends of the Northborough Library, Inc.
March 31, 2010 meeting minutes**

Present: Melanie Magee, Jean Langley, Lisa Gardner, Ellen Church Joanne Rino, Rick Leif.

The meeting was called to order at 7:10 PM by Melanie Magee.

Minutes: March 3, 2010 meeting minutes were accepted with no changes.

Financial Report: Rick presented the financial report. We have \$145,334.93 in total assets, with \$112,657.61 in the restricted fund, and the balance in the non-restricted savings and checking accounts.

However, Rick still needs to write Jean the \$8K check for the FY2010 book fund from the Croquet Fundraiser. Once the \$20,000 is transferred to the restricted fund for FY2011 Book Fund, as discussed in the meeting in January, we will have only about \$3,000 in available funds.

Rick also met with Clausen and the accountants. The estimated fee to file the tax return for 2009 is \$1200. We do not need to provide a financial audit because we took in less than \$200K for the year.

Ebay: eBay/Amazon report was presented by Ellen. She presented a check for March for \$414.87.

Trustees: If we don't get the waiver from the state, will John Coderre support the library with additional funds?

Membership: Joanne Rino presented a brief report and will discuss new forms later.

Old Business: **Book Sale:** Ellen is authorized to buy up to \$150 of new tables for the book sale, if needed. Ellen needs storage boxes for the Cave.

Basket Raffle: Melanie & Pat are chairing the BR. Melanie is sending out the letters to companies, with addresses coming from Pat Link and Joanne Rino. The raffle license needs to be renewed. The tables will be in the lobby, but not tucked back by the photocopier, so they will be more visible than last year. Sometime before the raffle, we may need a basket party to wrap some baskets.

Constant Contact: Ellen can sign up for the paid service. She will attempt to enter Jean's 1000 contacts as soon as possible. Lisa Gardner also gets access to CC for publicity and she will maintain a database of media contacts.

Facebook: No report.

New Business: Annual Town clean up is April 24, 2010.

Norton Antivirus needs updating. Joanne can update.

Volunteer appreciation event: We should have a coffee on a Friday morning to (May 14, 2010 at 10 AM) fete the volunteers. Written invitations to go out 3 weeks prior.

Redesign of the Membership Flyer by Joanne: She wants it to look more stylish and perhaps include information about an additional fee for mailing outside of Northborough. She wants to do it in Publisher. She will have a prototype by the next meeting and a final form will be ready by the Book Sale.

Event Sponsor: A local businessperson wants to sponsor an event. The Book Sale and Basket Raffle do not work too well. We discussed sponsoring a reusable bag.

A building fund donor who is working on completing his pledge has asked for a meeting on April 23rd. Either Rick or Melanie is likely to be able to attend with Jean. We discussed many options, but we need to see what he has to say before we make any concrete plans of what to do with this money.

Gale Forecast: Already completed for this month.

Next meeting is currently scheduled to be April 28, 2010 at 7:00 pm at 34 Main Street. However, it is likely to be rescheduled due to a conflict.

The meeting was adjourned at 8:50 PM by Melanie Magee.

**Respectfully submitted
Ellen S. Church**