



Palm Harbor Friends of the Library
Meeting Minutes
December 21, 2015

In Attendance: Sandy Carr, Linda Kingsbury, Sharon Sandoval, Elisabeth Roen, Diana Silveira, Bobbie Ostfeld, and Gene Coppola

Meeting minutes - The minutes were read and approved.

Treasurer's Report – The Treasurer's Report was read and approved. The bookstore is down in November but this is not unusual for this time of year. The next concert is January 30th.

Director's Report -

Old Business: Dana Dockery met with three companies about replacing the copier and recommends CSI Copier Source, Inc. at \$155 per month. The Friends will pay the monthly charges but the library will now hold the contract. Diana Silveira will serve on the Long Range Plan committee.

New Business: Gene Coppola will begin to provide the board members with a monthly report on what is going on at the library.

Gene Coppola requested \$500 for Staff Development Day. Diana Silveira made a motion to approve and Sharon Sandoval seconded it. The motion was approved.

Diana Silveira made a motion to increase the periodical budget to \$2,500 per year and Sharon Sandoval seconded. The motion was approved.

Old Business:

The garage sale will happen again from November 10th-14th, 2016.

The volunteer refreshment budget will change to \$75 per month and it will be given up front rather than submitting for reimbursement in the future. A motion to approve this change was made by Linda Kingsbury and seconded by Sharon Sandoval. The motion was approved.

Copies of the letter Sandy Carr sent to Irene Finger regarding the Foundation's requests for funds were distributed to all board members.

Betcinda Kettells will begin paying \$200 per month in January to repay her education

expenses.

New Business:

Elisabeth Roen will look into the cost of bonding two signers to the checking account.

A discussion was held about any potential conflict of interest with moving the Friends' checking account to Achieva Credit Union since Sharon Sandoval is an employee there. Bobbi Ostfeld made a motion to move the account and it was seconded by Diana Silveira. The motion was approved.

Diana Silveira made a motion to approve the cost of ordering checks and Bobbi Ostfeld seconded it. The motion was approved.

Elisabeth Roen will send a message to the Friends groups on the ALA List and ask their policies re: educational funds for staff.

We will discuss changes to the by-laws in January and then send them to the members for a vote in February.

Committee Reports:

Communication- The e-newsletters are going well. We will begin highlighting unique services at the library.

Membership- No report.

Programming- We are working towards our Dolls for Democracy program in the Spring. The Friends will continue to set up refreshments for the concerts for the rest of the 2015-2016 series but, if we financially sponsor a series next year, the library will be responsible for all set up and planning including refreshments. The Friends will handle refreshments for their own programs but the library will be responsible for all library programs.

Fundraising- Plans for the Francis Wilson Playhouse are continuing. We will be making baskets January 14th at 10am.

Diana Silveira made a motion to adjourn at 7:25pm and it was seconded by Linda Kingsbury.