



**Palm Harbor Friends of the Library
Meeting Minutes
November 23, 2015**

In Attendance: Sandy Carr, Linda Kingsbury, Sharon Sandoval, Elisabeth Roen, Diana Silveira, Courtenay O'Connell, Kathy Coffin, Bobbie Ostfeld, and Gene Coppola

Meeting minutes - the minutes were read, corrected and approved as corrected.

Treasurer's Report - the bookstore broke \$3,000 again in October. The Treasurer's Report was reviewed. Sharon and Gene will follow up on a budget variance regarding the magazine and newspaper subscriptions. Sharon will meet with the auditor for the January - September fiscal year. The Board will write a letter to Irene Finger asking the Foundation to submit a formal monetary request.

Director's Report -

Old Business: there is going to be a new Long Range Plan committee and Gene would like a representative from the Friends on it.

New Business: Gene suggested the Friends join the FLA Friends organization for \$150. Courtenay made a motion and Sharon seconded it. The motion was approved. Gene requested \$250 for FLA memberships for three staff members. Bobbie made the motion and Linda seconded it. The motion was approved.

Old Business:

Going forward, any request for funds not already included in the budget must be submitted and approved ahead of time and then will be reimbursed by use of a reimbursement form provided by the Treasurer. A motion was made to approve this revision by Sharon and seconded by Diana. The motion was approved.

The final total from the garage sale is \$2,637.32. Sandy will consider whether we will have another sale next year. Courtenay made a motion to approve \$200 to take the workers out to lunch. Diana seconded it and the motion was approved.

We sold some t-shirts for \$4.00 each at the garage sale and at the front desk. Sandy will bring information about purchasing tote bags in December.

Sharon and Sandy met with Betcinda last week re: repayment of student loan. She will make 52 payments of \$200 per month.

New Business:

Linda, as Vice-President, will set up a committee to look into the educational funding program after the first of the year.

Committee Reports:

Communication- The first e-newsletter went out and we had 71% open it. Maybe next time we can do a promotion like giving out a free t-shirt for replying.

Membership- We have 2 new family and 3 new single memberships.

Programming- The Dolls for Democracy program in the Spring will be open to the public. The Friends will investigate having a murder mystery.

Fundraising- We will have an order form for the Francis Wilson play and we will mail tickets. The next meeting for Francis Wilson with East Lake is November 30th. Maybe in March we will host a puzzle party with a \$15 entry fee.

Bobbie made a motion to adjourn at 7:45pm and it was seconded by Diana.