

Friends of the Northborough Free Library
Meeting Minutes
November 30, 2011

Present: Ellen Church, Jean Langley, George Bender, Diane Cappelmann, Chris Hodge, Lisa Hodge, Ann Hyatt, Rick Leif, Pat Link and Jackie Teeven

The meeting was officially called to order at 7:02 p.m. by Ellen Church.

The minutes of the October 26, 2011 meeting were accepted as written.

Financial Report: Rick presented the monthly financial report. He also summarized the annual expenses, also included in the written report, as this is the last meeting of the calendar year 2011.

A motion was made by Chris, and seconded by George, to authorize the transfer of funds, \$10,000, from the Friends' Restricted Account to the Town in anticipation of capital expenditures for furnishings and equipment, which Jean plans to purchase in the near future.

E-bay/Amazon/Half: Ellen, Diane, and Jackie submitted their monthly reports and checks for \$173.55, \$218.70, and \$51.12 respectively. Emily submitted her report earlier and transferred her sales of \$41.59 to Ellen's PayPal account. Ellen included this additional \$41.59 in her monthly check to the Friends.

Trustees: The Board of Trustees reviewed the draft Jean prepared of the Library's budget for the next fiscal year.

Old Business:

Facebook: Lisa has graciously volunteered to assist Ellen and Ann with the administration of the Friends' Facebook Page. Below is the data collected by Ellen regarding Facebook activity for the past month.

Date	Active Users	Likes	Comments	Page Views
11/1	89	72	6	21
11/7	91	72	13	49
11/14	90	73	2	28
11/29	71	73	0	34

Service Award: The review process for applicants was finalized and April 1, 2012 was selected as the application deadline. Jackie will deliver all applications from the four high schools, Algonquin, Assabet, Worcester Academy and St. John's to the library on April 2. Meeting times for review of the applications will be made then, based on the number of applicants and the staff or Friends most familiar with the applicants work as a volunteer. Ellen will create a press release and send it out to all venues.

Holiday Trolley: The Adult Fiction Book Sale will be held on Sat. Dec. 10 from 12- 4 p.m. Set up will begin at 9:30 a.m. This is the library's first year as a Holiday Trolley stop. There will also be a drop in Christmas craft in the Children's Room.

New Business:

Election of Friends Board: The following officers were unanimously elected for the 2012 Board: President-Ellen Church, Treasurer-Chris Hodge, Clerk-Jackie Teeven, and Membership Director-Lisa Hodge. All newly elected officers have completed the required Conflict of Interest Form.

Holiday Party: The Library Staff Holiday Party hosted by the Friends will be held tomorrow evening, Dec. 1, at Joanne Rino's home. The party will begin at 5:15 p.m.

Twitter: Deborah Hersh, our Reference Librarian, has created a Twitter account for the library. The account is still in the experimental stage. Many different options for how it will be most useful to the library are being explored.

Our next meeting will be Wed., Jan. 25, 2012 at 7 p.m. The meeting was adjourned at 7:54 p.m. by Ellen Church.

Respectfully submitted,
Jackie Teeven