

FRIENDS of TUCKER FREE LIBRARY
BOARD MEETING, MINUTES
Regular [virtual] meeting; Saturday, May 15, 2021; 8:00am

ATTENDANCE:

- PRESENT:
 - Board members present: Sylvia Lennox; Rob Reno; Naomi Praul; Mary Corsetti; Gwen Airgood
 - Other, present: Lynn Piotrowicz, Library Director; Anne Crotti, Trustee Liaison; Bethany Newcomb, Friend;

CALL TO ORDER: 8:00am

REPORTS:

- TREASURER'S REPORT:
 - Gwen has acquired 'much' of what she needs from Ellen to mobilize transition, process is ongoing
 - Ellen will be pursuing PayPal to enfranchise Gwen with access
 - Bank statement shows balance of \$4,658; plus, there is small amount of cash on hand awaiting deposit, in addition to PayPal balance
 - Discussion of creating a 'generic' [gmail] account for 'treasurer.FTFL@gmail'
 - Required annual administrative forms have been filed with State of NH

- SECRETARY'S REPORT:
 - Previous Board minutes (4/17/2021) reviewed and accepted

- LIBRARY, STAFF REPORT (Lynn):
 - COMMUNITY OUTREACH, PROGRAMS
 - Lynn will be meeting periodically with Town Administrator Joe Devine to discuss library initiatives.
 - Music on Main Street; Gwen who serves on that committee affirmed date and time: September 18, 10am-4pm; Maryellen Schule is the contact person; vendor fee is in the range of \$30; discussion followed about possibilities for FTFL presence; will be considered further at next board meeting.

 - FTFL PROGRAM SPONSORSHIP, APPROPRIATIONS
 - Appropriation: 'STEM kits' for patron use; 'playground for the mind' program has been a success in the past; proposal for FTFL to fund 25-30 bags at a cost not to exceed \$800 was moved and approved unanimously.
 - Appropriation: TFL summer reading program; moved and approved unanimously for FTFL to support [Erin] 'token program' at a cost not to exceed \$120
 - Appropriation: TFL raffle program; as has been a success in the past with FTFL support, board moved and approved unanimously an expenditure of not to exceed \$120, for a six week summer raffle program of \$20 per week.

- TFL ‘AMBASSADOR PROGRAM’ ENDORSEMENT
 - As proposed by Lynn pending endorsement by the Trustees, is conceived to mobilize promotional materials for advancing community awareness of library services.
 - This is intended to be funded by a State grant program (round one, application deadline 8/31/21) in an amount approximating \$1,543, and if implemented will necessarily involve FTFL support and participation. Board affirmed FTFL interest in pursuit of this grant application. Bethany and Gwen volunteered to coordinate FTFL participation subject to Trustees approval of the initiative. Issue to be discussed by Trustees at 5/19 meeting.
 - FTFL Endorsement; *Contingent on Trustees approval, board voted unanimous approval and related support of the initiative*
 - Under a related rubric, Anne reported attending a ‘Community Conversation’ session along with Joe Petrick for the Trustees, focusing on outreach initiatives to promote vibrant communities. Various ideas emerging from this session, some of which anticipate the future capital campaign for accessibility construction project, were discussed relative to the proposed Ambassador Program.
- STATE GRANT PROPOSAL FOR LANDSCAPE PROJECT
 - Proposal to be submitted to Trustees by library staff for second round of State grants (applications open 9/21 for expenditures prior to 4/22) to fund materials-only for certain categories of library improvements in amounts approximating \$10,000. Qualifying improvements could include materials for front lawn landscape/hardscape project to provide signage, seating and congregating amenities for library clientele. The grant funds being limited to materials, approval of this initiative by Trustees would necessarily require additional fund raising for associated labor, services, and equipment. This begs the question of FTFL support and participation.
 - FTFL endorsement; contingent on Trustees approval, board voted unanimously in support of the ongoing pursuit of the grant application, as follows: *“FTFL endorses conceptually and offers participation in further consideration, exploration and development of the proposed landscape grant application process.”*

OLD BUSINESS:

- BYLAWS REVISIONS:
 - Bylaws revision summary and working copy of proposed revised Bylaws as previously approved by FTFL board are complete, for adoption at annual membership meeting. Rob will retain originals and send duplicate digital copies in Word format to Lynn for record purposes pending fall meeting.
- ADMINISTRATIVE INFRASTRUCTURE:
 - Discussion continued for ongoing consideration of FTFL email protocol, document accessibility, Google Drive use, other organizational infrastructure development, etc.

NEXT MEETING DATE(S):

- Next regular FTFL board meeting: Saturday, June 19, 2021 via Zoom; 8:00am
- (Next Trustees meeting, Wednesday, May 19, 5:30pm)

ADJOURNMENT: Meeting adjourned, 9:35am
SUBMITTED BY / DATE: Rob Reno, 5/18/2021