

## Friends of David and Joyce Milne Public Library Annual Meeting: December 11, 2013

### **Call to Order: 7:11 PM**

**Announcements** by President Stephen Dravis: It's been a year of challenges and opportunities but a great year. It started with our used book sale, and thanks to efforts of everyone involved, we had our most successful year on record. Many people here made that possible. We added a couple new features in 2013: credit card payment and the iPad raffle. Then we faced a new challenge right after that: moving the book sale operation out of the library. Williams College kindly offered use of a residence at 184 Southworth Street, but it still took a lot of work. Thanks to Ginny Sheldon, Susan Pike, Peter Mehlin, and Melissa Segalla for leading the charge.

Perhaps the greatest challenge was the loss of our trusted friend, Bud Riley. His contributions were immeasurable and he will continue to be missed by the Board. We have been fortunate that Michael Sussman has stepped up to the role of Treasurer. Also, Bud's family was incredibly generous to name the Friends as the beneficiary of Bud's memorial contributions, and it is a fitting tribute that those contributions have exceeded our expectations. Linda Conway added that Phyllis Riley, Bud's widow, who was sorry she couldn't be here tonight, would be very pleased by these words.

As we head into 2014, we look forward to more innovations at the book sale, which will help to keep it growing and strong and an important fundraiser for the library. Other upcoming projects are a revision of our By-Laws.

**Secretary's Report:** Minutes of Annual Meeting on December 12, 2012, taken by Susan Abrams, available in print at meeting. Minutes were amended to reflect a different income figure of \$40,919.  
**Approved.**

**Treasurer's Report:** Michael Sussman presented a summary report showing income, expenses, and library contribution for 2012 and 2013, indicating our total assets at the end of each year. For 2013, this is \$89,764. The increase in expenses for 2013 reflects the cost of moving the book sale operation. Our 2013 income was higher both from Bud Riley's memorial fund, as well as increased book sales and Book Nook donations. Looking ahead, we anticipate ongoing operational costs associated with working out of the Southworth St. property. **Approved.**

**Audit Committee's Report:** The Audit Committee (Stephen Dravis, Maribeth Pomerantz, Robin Clutz, and Michael Sussman) met on December 6, 2013, and made a full examination of the Treasurer's reports from 11/1/12 to 10/31/13, excluding PayPal activity, and found everything to be in order.

**Membership Report:** Robin Clutz reports that our 2013 membership is composed of 309 households.

**Book Sale:** Susan Pike, Ginny Sheldon, and Melissa Segalla make up the book sale leadership team. Melissa "does the books", including interfacing with large donations. The heating in the garage is working so we can store boxes there this winter. Susan and Ginny oversee the house. Sorters and the auction team come and go. Stephen checks in. The library custodian is helping us keep the walkways clear and safe.

New for the 2014 sale will be lengthened sale hours. The sale will open an hour earlier on both days, at 9:00 am, and stay open later on Friday, until 6:00 pm. This will give customers 4 extra hours.

From Melissa: The front porch is open to receive donations 24/7 and is utilized well. After the books are sorted and priced, packed boxes are brought to the back porch and then moved to the garage for long-term storage. Of note this year, we received a very large donation of 5 pallets of books (~250 boxes, maybe 2000-3000 books) which we are working through. Melissa found one treasure: a very old book from 1592 that Silent Auction coordinator Jytte Brooks is now researching.

From Susan P: Huge thanks to Williams College, without whose help we might not have been able to have a sale! If you haven't seen the house, please contact us and set up a visit. This is the first time

the sale has had significant operational expenses: rent, insurance policies, electricity and heat, snow removal from walkways and ramps. The open concept inside the house works well for sorting and there's a good flow. Publicity and signage have been effective in re-routing book drop-off at the house rather than the library. The College has fixed the floor, insulated the walls, and installed heat in the garage. We think we can accommodate about 1000 boxes there, and Connors Bros Moving will work with us if we need to store some pallets elsewhere.

Question from Linda Conway: Do you have a rough estimate of the expense to be off site? Rent \$1800, Insurance \$1000, \$1000 for furniture, comes out to \$3000-4000/year which is paid out of book sale profits.

**Trustees:** On behalf of the Board of Trustees, Chairwoman Rebecca Ohm thanks the Friends for its work, generosity of spirit, time, and finances, "we are truly grateful for all you have done." If anyone has any questions for Trustees, please contact us. Katherine Myers will be the new liaison to the Friends for 2014.

**Library Director:** I know it's been a tough year, but it's good for the library to have the space back. We're making plans for the back room for the community. What's cool is that you're close to WES. How about arranging to move the books to the school by hand as a public relations event?

Thank you to the Friends for the donation to the children's room that paid for the circulation desk, chairs, and laminate for countertops. These are the first steps in our facility review/space planning project.

**New Business:**

- Nominations – The Nominating Committee was made up of Stephen Dravis, Jessica Dils, Robin Clutz, and Ginny Sheldon. On behalf of the Committee, Jessica Dils nominates the following for 3-year terms: renewals are Stephen Dravis and Yumi Farwell; new Board members are Patrice Smith and Janie Strachan, and Timothy Shuker-Haines filling the remaining 2 years of a vacated position. The slate of officers, to serve one-year terms, are Stephen Dravis, President; Betsy Parrington, Vice President; Michael Sussman, Treasurer; and Susan Abrams and Jessica Dils, Co-Secretaries. **Approved.**

The Board thanks retiring members Maggie Bye and Chanda Shin for their service.

- Ginny reads the following proclamation:

In recognition of Bud Riley's many years of service to the Friends of Milne Public Library and with consideration of his devotion to children and education, the Friends designate the Bud Riley Memorial Fund be devoted to upgrades to the Children's Room. The fund was created through the generosity of Bud's wife and family, which asked that memorial donations be made in his name to the Friends. Those donations will be augmented by the Friends' treasury to fund the acquisition of a new circulation desk and seating area upgrades for parents and children.

Bud was a board member for 16 years, treasurer for 13 years, did a fantastic job transitioning Michael, and kept lots of great records. He was also the book sale cashier chief, and all members of his family have helped at the book sale. In the words of former Board president, Mary Jo Carpenter: "Treasurer Bud Riley pays our bills, prepares monthly reports, and advises us on how best to invest our assets until we determine what needs of the library they should support." He was our tax preparer, always a calm presence, made wonderful cole slaw, videorecorded numerous library programs, and made sure we served both red and white wine.

Meeting adjourned at 7:56 pm, followed by refreshments.

Respectfully submitted,

Susan Abrams  
Secretary 2013