

**FRIENDS OF THE BEEKMAN LIBRARY**  
**MINUTES OF THE MEETING HELD MONDAY, DECEMBER 4, 2017**

**OFFICERS , DIRECTORS, & MEMBERS PRESENT:**

Rebecca Florance, Dave Anderson, Arlene Vaquer, Kris Macdonald, Mickey Fraher, Lynn Adams, Terry Connors, and Irene Drugan,

**STAFF PRESENT:** Carol Fortier, Director

**CALL TO ORDER:** The meeting was called to order at 5:15 pm. Irene moved to approve the minutes of the last meeting. Eileen seconded the motion. Approved unanimously.

**TREASURER'S REPORT:** Rebecca reported that there is currently \$3,860.88 in our checking account, \$774.11 in our savings account and \$98.87 cash on hand. She said that at the end of the year she will settle up accounts and we will present our third check to the Library. We have already turned over \$12,600.

Rebecca reported that we spent an additional \$184.02 for the 414 Funds, totaling \$623.07 Arlene asked about th "on line" sales? This is the on line sales that we get from Marie. There was a discussion about how to have some sort of accounting of books that Marie has out to sell. We will work on this going forward in the New Year.

Rebecca explained several items in her new format on the schedule she gives us. It's a good job. Irene moved to accept the Treasurer's Report, seconded by Arlene. Passed unanimously.

**DIRECTOR'S REPORT:** Carol told us that emails and phone calls are being made starting Wed., Dec. 5th to the people who signed up to bake cookies for our cookie sale. She suggested that we look into a computer app called "Constant Contact". She explained the program and pointed out that it doesn't cost much for non-profits and it weeds out duplicates. After a discussion we all decided that we should be using the "Friends of the Beekman Library@gmail.com" email address. Irene is going to give us all the password for this email. Arlene is going to start using this for the Membership Committee.

Carol was thrilled to tell us all about the new media center in the Community Room, thanks to the "Friends". The new geneology cabinets are lovely also. Following the meeting everyone got a demonstration.

Carol asked us where we would like to hang our Town of Beekman Proclamation? We decided to wait until we have our "recognition" placque and then hang them together.

**Book Sale Committee Report:** Irene reported that there are lots of books downstairs. Everyone agreed that we wouldn't be in until after the New Year to work. We are all so busy for the holidays and cookie baking for our sale.

**Social Media Committee:** Arlene and Kris are putting up posts every few days to remind the Friends about events coming up.

**Membership Committee:** Arlene reported that sadly that Jane Straub was stepping down as a Director of the Friends. She will still come around but has decided to step down. At this time Eileen announced that she too would not be seeking re-election now that her term as Director is up. She also will come around. She will not be doing the Christmas Cookie Sale next year.

Arlene handed out new ideas for Membership and asked that we read this and discuss at the January meeting.

**Raffle Committee:** The Christmas Wrap Raffle Basket will be drawn this Saturday, Dec. 9th and the Giants Tix Raffle winner will be drawn at the Christmas Cookie Sale.

Kris is going to post a list of all the merchants and vendors who have generously donated items to our raffles this past year. We will thank them and ask our patrons to support them. There is a sign on the front desk and it will be posted on our Facebook Page.

**Candy Committee:** Christmas Pops are now for sale upstairs.

**Christmas Cookie Sale Committee:** Eileen said the time to arrive to volunteer on Friday, Dec. 15th is 10:00 am. There is a lot to set up. Cookies are also dropped off at that time.

**OLD BUSINESS:** We discussed the memorial plaque for upstairs and we made a decision. It was decided that since we can put two lines on each little placque we would make it a Recognition Placque as well as In Memory Placque. Arlene came in with quotes and we chose one. "Volunteering is a work of the heart" - Author Unknown. The quote will go up on the top with our logo. Kris will go to Embroider Me and get it started.

**NEW BUSINESS:** Irene announced that we were invited to join the Library Staff for their Christmas Party next Friday, Dec. 15th at 4:30 at Pleasant Ridge Pizza and there will be a grab bag valued at \$10. We need to let Irene know by tomorrow, Dec. 5th by 11 am.

In lieu of our January Meeting there will be a "Get Together" to discuss Book Sales and Membership at Kris' Home on Saturday, January 13th at 11:30 am. This is a pot-luck brunch so let Kris know what you would like to bring. Snow date is optional, could be the next day or the next week.

There being no further business, Kris moved to adjourn, seconded by Eileen. The meeting was adjourned at 6:20 pm

Respectfully submitted,  
Kris Macdonald  
Secretary