

## Friends First Quarter Meeting Minutes—January 13, 2026

- Meeting called to order at 11:03 a.m. Fourteen members attended. Attendance list is on file.
- New member Judy Smiley was introduced. She is an active community volunteer and loves the library. Other Friends introduced themselves and made her welcome.
- Currently there are 145 people on the Friends membership list. Book Sales are our primary source for signing up of new members and renewing old ones. New members and active volunteers are always welcome. We have approximately 25-30 Active members who sort books and work sales.
- The Fourth Quarter 2025 minutes were placed in the file.
- Treasurer Jean presented the December, 2025 Treasurer's Report. The 12/31/25 checkbook balance is \$10,012. The Treasury Report was placed into file.
- Library Director Andrea's "Wish List" of ten items for \$3,661 was approved. These included children's and adult programs and the annual Book Page subscription. Request placed into file.
- The 2025 Holiday Package project generated \$467 in sales from 86 packages, an average of \$5.43 per bundle.
- The 2026 Calendar of Friends Events was discussed and agreed upon. It will be attached to the Minutes. Dates include Spring and Fall Silent Auctions, Book Sales, Holiday Package Project and Quarterly Meetings.
- Andrea announced that Readerlink, the largest distributor of paperback books will stop distributing mass market paperback books at the end of 2025. Most are converting to Trade size books. This will ultimately affect our paperback sales.
- A large number of DVD's and CD's have been donated. The last sale was the first one to result in a significant number of unsold discs. To help reduce this volume before the Spring Used Book Sale, a suggestion was made to hold a pre-sale event. After a productive discussion, a vote was passed to use one side of the paperback book carousel located in the lobby to sell DVD's. The initial cost will be \$2.00 each. After a few months, we'll assess the situation and see if we want to include CD's and/or offer special two-for-one sales—or determine if this is a dying media that should be eliminated from future sales.
- Cathy B. also mentioned a Royal Oak facility that may accept CD'S, DVD's and other items such as Legos, which she will investigate.
- We continued the discussion begun at the last meeting on how to better reduce the number of books we include for each sale and how to best dispose of books left over at the end of each sale. (We already discard books that are damaged or soiled or old books that are smelly or don't appear to be of value). Other suggestions included:
  - Follow Novi's practice of having an outside company come and scan our books periodically, take what they want, and split the profits with us.
  - Purchase a scanner for ourselves to see what books are in demand and place them in sales boxes.
  - Use Laurel Park's Bookstock as a source for disposing of left over or excess books.
  - Investigate Better World Books as a pick-up option.
  - See what other libraries do with left-over books (Milford, Salem South Lyon, Highland, Walled Lake).

- Investigate the library's policies for discarding old library books.
- Give away books for free after the sale.
- Automatically stop taking individual categories of books once four boxes have been filled for a particular category.
- Eliminate books that are published after a certain date.
- Eliminate duplicate books.
- Whatever we come up with, make the process simple to follow.
- Book elimination discussion outcomes:
  - We tried the outside scanner system on two previous occasions but found it to be cumbersome and only generated limited revenue; the two companies we tried also went out of business.
  - We will follow up on purchasing our own scanner, which has merit in helping us select popular items.
  - Sue G. (who also volunteers for Bookstock) presented information on Bookstock. They do not pick up any books, but will accept deliveries on certain Wednesdays at Congregation Beth Ahm after September. This will not work for our Spring Sale but may offer some options if we need to get rid of occasional boxes if the timing is right. Placed in file is a copy of their 2026 drop off schedule and sorting guidelines.
  - Andrea was familiar with Better World Books, but unfortunately, they only pick up huge quantities of books; ours don't qualify.
  - Andrea is contacting several of the mentioned libraries by email to see how they dispose of unsold books.
  - The idea of offering free books has come up over the years, but has been vetoed for a variety of reasons: diminishes Bag Day revenues; most free days occur the Sunday after the sale, and Wixom doesn't draw enough patrons to justify keeping the library open; extending the free sale into the following week requires extra volunteer commitment after a week of already extraordinary sacrifice; also experiments with "Free" boxes of books in the lobby resulted in people assuming the books in the donation bin, carousel and bookcase were also free.
  - While limiting the number of boxes per category (i.e. 4 boxes of religion, sports, cookbooks, etc.,) would help reduce the number of overall books, it would arbitrarily restrict discovering really good books.
  - Volunteers felt that checking copyright dates for each book would prove too labor intensive.
  - Automatically eliminating duplicate books was ruled out since multiple copies often mean that these are the most popular books; also, teachers often use multiple copies of children's books for group reading.
- Based upon years of experience we know two key facts—our customers love the quality of books we sell, and the volume of books available for sale does not significantly impact the amount of revenue generated as long as we have an adequate selection (too many books just means we have excessive amounts to dispose of).
- Moving forward, the following procedures should be followed regarding how books should be eliminated during the sorting process.
  - Discard all dirty, damaged, or smelly books (place in trash can).
  - Discard all text books (trash or Salvation Army).
  - Discard all computer manuals more than ten years old (trash or Salvation Army).

- Discard all cookbooks that are spiral bound, manufacturer produced, series (i.e., Taste of Home, BH&G), pamphlets (Salvation Army).
- Discard all Travel Guides that are more than five years old (trash or Salvation Army).
- Discard all Education Guides that are more than five years old (Salvation Army).
- Continue to number non-fiction boxes by category. We will use the numbers to get a benchmark of how many boxes of each category begin the sale and compare them with the number of boxes left over after the sale. Fiction, Mystery, Children's, Specials, Paperbacks and other general categories will be counted on set-up day.
- Use the Buddy System if you are uncertain if a book should be discarded. If two of you agree, toss it out.
- Keep old books that may be valuable. Ask Sue or Jane if in doubt (Jane can look up the value).
- Jane will type up a list of Sorting Procedures for posting in the Sorting Room.
- Jane and Andrea will review which categories are the most popular at the library and see if there is any correlation with Book Sale categories. They will also review other library discard practices and incorporate them as appropriate. Meanwhile the team agreed to use the current Salvation Army/Goodwill drop-off plan for the Spring Sale (minus the Grand River SA location). Finalization of the process will be discussed with take-down personnel before the Spring Sale.
- It was noted that the "Specials" bin was getting overloaded. Specials are items that we think we can get more than \$3 for (most are priced between \$5-10—if they don't move, the prices are reduced before Bag Day). Please note:
  - Silent Auction items should be placed in Auction boxes.
  - Holiday Package items should be placed in Holiday Package boxes.
  - If you are uncertain if a book is deemed Special, use the Buddy System.
  - When the steel bin is full, use rubber bins for excess items.
- New metal frames are needed for the Road Signs. Jean, Andrea and Lorraine will coordinate resources.
- The Spring Book Sale Checklist was distributed to those with a need to know.
- The meeting adjourned at 12:18 p.m.

Respectfully Submitted,

Kathy McLaurin and Jane Kleban, 1/19/26

## **Friends Calendar – 2026**

### Quarterly Meetings:

All meetings are held in the Library Meeting Room from 11:00 a.m. – 12:30 p.m.

Tuesday, January 13, 2026

Tuesday, May 5, 2026

Tuesday, July 28, 2026

Tuesday, November 10, 2026

Silent Auctions:

Spring—March 30-April 18, 2026. Set-up: Saturday March 28; Take-down: Saturday, April 18

Fall—September 21-October 10, 2026. Set-up: Saturday, Sept. 19; Take-down: Saturday, Oct. 10

Used Book Sales:

Spring—April 22-25, 2026. Set-up: Monday/Tuesday, April 20/21; Take-down: Saturday, April 25

Fall—October 14-17, 2026. Set-up: Monday/Tuesday, Oct. 12/13; Take-down: Saturday, Oct. 17

Holiday Packages:

Assemble/Wrap—Tuesday, November 24, 2026. On Sale: Wednesday, November 25-December 24

1/19/26