

Friends Quarterly Meeting Minutes, 11/12/2024

- Meeting called to order at 11:15 by Friends President Jane. Fifteen in attendance (Attendee list on file)
- Treasurer Jean presented the October expense report that included the results of the book sale that totaled \$5,327.75 minus credit card fees that brought the total to \$5,097.66. Total in bank is \$11,750.00 which includes credit card check just received.
- All but two Silent Auction have been picked up. Anticipated total is \$368.
- The Friends membership total is 209 members.
- Jane thanked the members for their outstanding efforts icw the Fall Book Sale. Items discussed included set-up, staffing, pricing and the process for donating unsold books.
 - Currently specials pricing occurs 2 weeks before the sale which caused some confusion. A committee will be appointed to sort and price items quarterly to streamline the process. Puzzles and games will be priced by 2 people 2 weeks before the sale.
 - Staffing of the book sale has become a problem especially at nighttime. There is a sign-up sheet for volunteers to man the book sale. Volunteers should sign-up for a specific time.
 - It was agreed that someone needs to supervise activities/volunteers on set-up day.
 - After the sale, volunteers are needed to pack up boxes and deliver unsold books to Goodwill. Someone will need to be in charge of coordinating take down activities.
 - Cookbooks have been hard to sell. A better job needs to be done weeding out the “rejects”. A suggestion was made to have a free book day maybe the Monday after the sale or mark them at half off on Friday of the sale. More will be discussed at the next quarterly meeting.
 - A suggestion was made to place the *BookSellerFinder* ads earlier in the year.
- Holiday Packages: Will start by sorting packages on November 19. We need to purchase ribbons, candy canes and supplies. On November 26, we will wrap and put out the holiday packages.
- Holiday showcase: Skip for now.
- Officer elections:
 - President: Jane Kleban
 - Vice President: Vance McCormick
 - Treasurer: Jean Korleski
 - Secretary: No candidate, however Kathy McLaurin volunteered to take future minutes.
 - Ann Bishop will help Jane as needed
- Director’s Request List: Total \$1,525.00. Andrea presented a wish list for programming and a staff holiday luncheon totaling \$1,525. Wish list approved and placed in file.
- 2025 Calendar:
 - Spring Auction March 24-April 5
 - Spring Sale: April 9-12. Set-up April 7 and 8
 - Fall Silent Auction: September 29-October 11
 - Fall Book Sale: October 15-18. Set-up October 13 and 14
- Jane will set-up quarterly meeting dates.
- The meeting adjourned at 12:30 p.m.

Submitted by Carol Barone