

## Wixom Library Friends Meeting Minutes-November 15, 2022

- Jane called the meeting to order at 11:06 AM. There were 11 members in attendance. **Sign In Sheet** is on file. Meeting agenda, Procedures Binder Table of Contents, and History of Gifts 2020-2022 Summary were distributed and placed in file.
- **Secretary's Report:** Jane reviewed the previous meeting minutes in Laurie's absence.
- **Treasurer's Report:** Jean gave the **Treasurer's Report**. Report approved and placed on file.
- **Book Sale Summary:**
- We had fewer books in general but there were considerably more children's books. There were new signs in designated areas which were helpful. Better pricing signs for the children's books was suggested. Book Sale Summary placed in file.
- Starting December 1, 2022, all paperbacks will be priced at \$.75 except for soft cover trade books which will remain \$1.00.
- Lorraine suggested that we donate some of our children's books since this was the first year we had an excess. The team will think about possible opportunities; meanwhile **GiveMyBooks** works with literacy programs.
- **Silent Auction.**
- There were 37 out of 48 items sold. The total amount of sales was \$348.00.
- **Discussion:**
- Lorraine made a motion that we do not purchase a roadside banner for our book sales because it would conflict with the banners used by the Community Center. The motion was seconded by Jean and approved by the group.
- Jane suggested that someone might like to take charge of organizing the Silent Auction and the Holiday Gift Packages. No immediate volunteers but this is something to think about.
- **Holiday packages** were set up for sale today. We are considering having a small auction on the side during the Holiday book sale, with just a few donated items including a quilt made by Kathy. Andrea is checking if the showcase is available.
- **Election of Officers**
- **President:** Jane                      Motion: Kathy                      Second: Lorraine
- **Secretary:** Laurie                      Motion: Lorraine                      Second: Jane
- **Treasurer:** Jean                      Motion: Jane                      Second: Lorraine
- **Vice President:** Vance                      Motion: Jan                      Second: Jane
- **Book Sale PR Member at Large:** Melissa (absent)
- Kathy volunteered to help Laurie when she gets overloaded.
- The Election of Officers was approved.
- **Library Director Report and Wish List:** The list was approved and placed on file.
- **"Give My Books"** came out on October 17, 2022 to collect all unsold books. They did not get to the library until 3:00 PM. We need to work out a better plan for next year.
- **Discussion:** Laurie and Jean could use some help to ensure that membership applications received during the days before the sale setup are included in the Advance Sale list.
- Jane put together a wonderful **"Friends of Wixom Library Guidelines and Procedures Manual 2022"**, and distributed the list of contents. There are three binders. Jane will keep the originals;

one will be available to check out in the “Friends” Room, and Andrea will keep one as well. Still to be included is a PR Contact List.

- There is also a “**History of Gifts**” to the library included in the Procedures Binder. Andrea sent a thank you note to Meijer’s for their donation of \$5,000 to the Children’s Center. The Gifts List total now exceeds \$246,000.
  - **Holiday party:** at Jane’s on Dec. 13<sup>th</sup>. She will email everyone to see what each person wants to bring.
  - The **2023 Calendar** was determined and placed on file. Jane will forward copies to the team.
  - The meeting was **adjourned** at 12:20 PM.
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- Submitted by Laurie Hellier and Kathy McLaurin, 11/18/22