

Friends of the Manchester Library  
Meeting Minutes for May 23, 2012

Attending: C. Campbell, E. Cisney, D. D'Haem, G. Herbison, B. Lounsbury, R. Pardo, R. Rada, R. Weixler, G. Weixler, John Winslow, Port Commissioner Steve Pedersen, KRL Branch Services Manager Ruth Bond

**Actions pending:**

John: Investigate darkening meeting room	Carol/Ron/Ray: write up special friend/photo display
Carol: get meeting room vinyl floor replaced (ordered)	George: Cost estimate for pot storage materials
Rich/Gigi: work on inside book drop (pending)	Gigi: organize Amy's takeover
Dee: laptop desk and early learning center (pending)	Carol: label and price remaining plants prior to Salmon Bake;
Carol: Get the front door lock re-keyed (scheduled)	Ron will transport if there are enough to sell

The meeting was called to order at 7:00 pm by President Rada. Minutes of the previous meeting were approved as presented.

**Correspondence:** E Brem FOL newsletter.

**Treasurer's report:** Financial reports presented; some report mechanisms in Quicken need review.

**Branch Manager's report:** Separate document. Dee introduced Ruth Bond, who spoke about KRL's procedures for replacing Dee. There will be a "meet and greet" at 2pm on June 5, for community members and staff to meet the candidates and ask them questions. The Polaris system migration is going well, with some internal stress on IT and other implementing staff. Ray was enthusiastic, having seen the system during the selection process. Ruth mentioned that KRL and the other insured entities will have a meeting to discuss the policy before renewal time comes up. The KRL Board will meet here August 28.

**Bookstore report:** Store income seems to be recovering from winter doldrums. A very large donation turned out to be partly mildewed, mostly disposed of at recycle station.

**Newsletter:** Next edition to include the Salmon Bake

**Facilities Manager report:** Ray completed the fire extinguisher maintenance. The meeting room floor tile has been ordered; installation will be scheduled after the tile's in at Carpet One. Carol brought out some items that are being stored and never used. All found homes elsewhere.

**Gardens:** No FOML members helped at the May weeding event; Carol asked for others to try & come sometimes. The LLGC did get much of it weeded. The vets' garden is still in need of some weeding before Memorial Day.

**Building Committee:** No activity to report.

**MCAC:** No report

**Plant Sale:** Joan Iverson did a great job soliciting donations from vendors this year. As of the day of the sale, profit this year was \$4767. Sales have continued on the sidewalk, and brought in another \$611. The sale will continue as long as Carol is in town and there are plants available. The Salmon Bake committee and Ron will decide whether to have plants out during the Salmon Bake, with any money to be taken in by the KRL staff, as they have been doing.

**Salmon Bake:** Ray presented well-organized progress on the planning. The posters are available; the fish is \$7.29 a pound this year. Ray requested an extra \$250 to front the cost for the 65<sup>th</sup> anniversary t shirts, and that was approved. Ray is hoping for one more donation, then will have the Salmon Bake Honor Roll posted around town. Still need volunteers for grill set up/take down and for getting the cooler truck picked up and returned. Salmon Bake hours on the agendas need to be revised.

**Old Business:** Some things continue as pending. The meeting room vinyl tile has been ordered; installation to be scheduled soon. The locksmith will be here Friday to change the front door lock. Carol to write up Arlene's special friend poster and obtain Gift Certificate; Ron to notify Arlene and congratulate her; Ray will print a photo for the board. Quilt raffle set up is done. The audit is still underway; Ray described two recommendations: that event chairs review reimbursements carefully, and that a separate audit questionnaire be set up for the Endowment Fund with different expectations. \$250 was authorized for the farewell open house for Dee. A few details are needed on the Amy's takeover, before we can begin to publicize it.

**New Business:** Steve Pedersen discussed new Port initiatives: the Port has set up a month to month contract with a vendor at the park, the Cocoa Bean, and will just see how that goes. The funds they get will cover Port's resulting expenses for now. Steve helped set up the plant sale, and enjoyed the tractor ride he got. The Port has invited Helpline to set up in a small space, at times to be agreeable to everyone, not to conflict with other events for parking. The Port and PAC want to have community events and are working on summer "movie nights" in the parking lot. He asked for cooperation from KRL and FOML. FOML voted to supply power to the equipment and make the meeting room and facilities available, KRL will see if they have someone who knows about the kinds of equipment needed, FOML will consider doing some kind of fundraising during the events, such as selling popcorn, t shirts, having the book store open. Steve also mentioned that the county has received a grant for stormwater management, to include purchase of the parcel at Main and Colchester; citizens might want to notify our County Commissioner about the need for land for a community center also. Ron Rada mentioned the need for storage racks for the plant sale pots; George will ball park a cost estimate for next meeting.

Meeting adjourned at 8:15pm. Next meeting: Wednesday, June 27, 2012, from 7 to 8:15 pm in the Library.

Respectfully submitted, Carol Campbell, Secretary