

Meeting called to order by Donna Englander, president.

Present: Donna Englander, Bailey Applegate, Hannah Darling, Jane Zavistoski, Christine Neslusan, Becky Plimpton, Ellen Duzak

Minutes

- The November minutes were approved with corrections.

Director's Report – Becky Plimpton

- Stewing Over Mysteries (featuring Dorothy Cannell, Thursday, Jan 18, 2018) is selling well this early (we've already sold 5 tickets out of 80). Laury will monitor the PayPal (online) ticket sales and report them to Becky to coordinate and avoid overselling.
- Laury will provide Hannah with the treasurers PayPal passwords.
- The Trustees have hired a planner for the upstairs of the Library and will need a total of \$?? to renovate. They will ask the town for \$60,000 for the capital fund, but would like \$5,000 from the Friends.
- Monday, February 26, 2018, there will be a Special Town Meeting – please come vote for the HVAC (heating, ventilation, and air conditioning) system for the Library.
- Almost 15 “How-To: Kids Edition” programs have been scheduled (all at no cost!) through March 2018 by volunteer Kathy ?. The next set is on January 11, 2018 at 6:30pm
- The Winter Film Festival has been scheduled: four movies in the month of January.
- We normally don't spend much on adult programs, but Ted Reinstein's (of WCVB-TV's “Chronicle” fame and co-author of *New England's General Stores: Exploring an American Classic*) program on March 8, 2018, will be \$400.

Finance – Laury Applegate

- Our balance was \$27,856.23 on Nov. 30, 2017. See attached for detailed report
- The children's felt board expenditure needs to be moved to the Children's Renovation Fund category thus closing the Children's Renovation Fund Account.
- The treasurer needs information on Tom Kane, the Dhembe's and others who have given big donations this year.
- Becky and Donna will decide on how to allocate the Mary White Fund.
- Laptop for Treasurer: ?? will check out B&H (<https://www.bhphotovideo.com/>) or Microcenter (<http://www.microcenter.com/>) for pricing. Laury desires a 17" screen and needs MS Office to be installed on it.
- We were refunded by the MFA for accidentally paying twice.
- We received \$14 through Amazon Smile; we should publicize this program in the Newsletter and on a banner on the Webpage.

Book Sale – Jane Zavistoski

- Fifteen people worked the latest book sort. New to the group is Pat Morrison, woot!
- New sorting dates are set.

Newsletter

- The next newsletter will go out January 15, 2018 and articles are due January 1, 2018.
- Jane will write an article for the Newsletter regarding ongoing booksales.
- Remember, newsletter articles should be mailed to Bailey Applegate with Tanja Pevner cc'd.

Webpage – Hannah Darling

- Hannah has already made some changes to the webpage, adding Hot/New items to the front page, but won't change the web server space any time soon.
- The Museum Passes need to be updated. Donna will supply the changes
- Hannah has transferred all the Secretary files to Christine, but must get her the passwords for ~~the website~~. Vertical Response
- Hannah needs a copy of the Friends debit card.

Membership

- The mailing date is January 15 and will include the Newsletter.
- We will be using the member lists from both 2016 and 2017, but Tanja and Hannah will need an updated master list of names and addresses for the Membership drive and Thank Yous.
- We have plenty of Blue Letterhead, Blue Remittance envelopes and about 50 Red Remittance envelopes (though we'd need a 2018 date sticker to correct those) to do the first mailing. We have only enough Passionate tri-folds for the second (smaller) mailing. We will need to create stickers ("We miss You – Please Renew your Membership!") for the second mailing.
- Donna will write the letter for the first mailing and Hannah and Tanja will format it.
- Tanja will make a new card for the front desk "Share the Passion!"

Ongoing – Ellen Duzak

- **Pie Chart:** Hannah would like a pie-chart of where Friends' funds go.
- **Foodie Movies:** Becky is making the poster and Christine will handle the PR.
- **Recipe for Adventure Book Group:** Having this program take place at 1:30 the first Tuesday of the month and featuring home cooked refreshments has proven very popular! The last event was even able to facetime the author in Rome.
- **Armchair Traveler Book Discussion:** This season's "Nature Series" theme is continued with Soul of the Octopus, hosted by the Barnicles. Perhaps Origami can match the book for May by folding a shark model?
- **Mary White Memorial Fund:** Donna will write all the Thank You letters for this, but Becky needs to be asked for the Master List of MW donors.
- **Mini-golf:** Jane and Leila have reserved Saturday and Sunday, March 3 & 4, 2018. Donna will ask Avery and the Art teacher for the 7-8th graders if they want to create a hole.
- **Tea Party:** This item was tabled until the next meeting.
- **Wine Tasting:** We're looking at late April or Early May, perhaps at the Publick House.
- **Origami at the Library** is Sunday, January 7, 2018, 2-4pm. We will fold a fox in the forest. Tanja must send Christine the PR (press release) for origami this week!
- **The Friends Scholarship** idea was still tabled until we can talk to Becky again.
- **Amazon Smile** Remind in newsletter to select in Amazon Smile

Next Meeting January 12th at Donna's