

Meeting Minutes: Friends of the Tewksbury Public Library Board

Date: Wednesday, April 3, 2024	Time: 7:00 PM	Location: Tewksbury Public Library meeting room
Attendees: MaryAnn Taylor, Janis Giles, Lauren Chappell, Liz Robinson, Diane Giarrusso, Nicole Goolishian, Donna Gill, Chris Castiglione, Joanne Toppin, Jan Sutton, Lorna Garey, Julie Naughton, Linda Conrad and Mary Gambon		

Agenda Items
Meeting Called to Order at 7:02 p.m. by President MaryAnn Taylor.
<p>Prior Meeting Minutes:</p> <ul style="list-style-type: none"> • Motion to approve minutes with corrections by Donna Gill. Seconded by Jan Sutton. Approved.
<p>Treasurer’s Report: Presented by Janis Giles</p> <ul style="list-style-type: none"> • Vic’s Waffle House donated \$600.00 from the dine-out fundraiser. \$735.00 taken in on the 50/50 raffle with a profit of \$367.50. • Cash boxes take in \$500 per month on average. • Programs billed and paid every other month. • Operating income -\$2,000 as a result of spending grant monies received last year. • Motion to accept by Joanne Toppin. Seconded by Lorna Garey. Approved.
<p>Director’s Report: Presented by Diane Giarrusso</p> <ul style="list-style-type: none"> • Library will be closed Friday April 12, Saturday, April 13 and Tuesday, April 16. • Art in Bloom – Gardeners from the Tewksbury Garden Club are invited to create arrangements interpreting artwork on selected library book and media covers, as well as art from the high school art department and Tewksbury Piecemakers. • Tree City USA committee requested to plant a native tree on library property as part of Tewksbury’s designation as a Tree City USA. A tree will be planted on back lawn on Arbor Day, Friday, April 26. • A Seed Library will be in place beginning Friday, April 5. (More information on the library’s website.) All seeds were donated and are available to library patrons. • Library use during the first quarter of 2024: <ul style="list-style-type: none"> ▪ 163 in-person programs with 4,075 attendees ▪ 136 virtual programs with 14,612 attendees ▪ 9,977 views during first seven days of recorded programs
<p>Trustee’s Report: Presented by Julie Naughton</p> <ul style="list-style-type: none"> • Continue to review policies.
<p>Old Business:</p> <ul style="list-style-type: none"> • Calendar Fundraiser <ul style="list-style-type: none"> ▪ Sold 85 of the 100 calendars ordered for a profit of \$406.90.

- Dine-outs
 - Monday, March 25, 2024 – Vic’s Waffle House (Realized a profit of \$967.50. A big thank you to Vic and his staff.)
 - Thursday, June 20 - Café Sicilia (Donated a \$100 gift certificate to raffle off.)
 - Need suggestions for September (Kyoto?) and November
- Book donation drive very successful. Thank you to Nancy Baumuel, Joanne Toppin and Barbara Velat.
- Saturday, May 18 - Bake Sale in conjunction with Garden Club’s Plant Sale (9:00 a.m. – 1:00 p.m.).
 - Sign-up genius for baking.
 - Sign-up genius to volunteer to sell.
 - Sign-up geniuses not on the website. MaryAnn will add them to the website.
- Saturday, June 8 – Community Yard Sale
 - Have six who have expressed interest in procuring a table.
 - \$25.00 for a table. Friends members will receive \$5.00 back on day of event.
 - Kona Ice Cream Truck will be onsite.
 - TPD and a canine officer will be in attendance.
 - Will need volunteers to bake goods and sell Friends’ merchandise.
- Discussion regarding sponsoring a Corn Hole tournament at Wamesit Lanes. It was decided to look into a bowling tournament instead as it is not weather dependent. Cost of ticket also includes pizza and soft drinks. MaryAnn will look into the details, especially regarding the administration fee charged.
- 5K Walk/Run - Lauren presented the projected costs to sponsor a 5K. It was decided that without large corporate sponsorships, we wouldn’t be able to make a profit. MaryAnn not willing to lose money. Decision made not to move forward. Should the idea be revisited a sub-committee would be needed, not an individual.
- Tuesday, April 23 – Wine Tasting at Oakdale OneStop Liquors
 - MaryAnn will check to see if they will be discounting purchases made the night of the event.
 - Looking for volunteers to sell tickets at the library. Contact Friends of Tewksbury Public Library to volunteer.
- Saturday, April 20 – Annual Meeting. Will be posted on the electronic board in the town center.
 - Looking for nominations for Board Members
 - Nicholas Campbell looking for ideas and photos for a 2-year report

New Business:

- Wednesday May 15 (all day; 11:30 a.m. – 9:00 p.m.) – Mac’s Dairy Farm mini dine-out. A percentage of the proceeds will be donated to the Friends. **MUST MENTION THE FRIENDS WHEN MAKING A PURCHASE!!!**
- Self Defense Institute – new business friend

Upcoming Events:

- Saturday, April 20, 2024 (10:00 a.m. – 11:30 a.m.) – Friends of Tewksbury Public Library Annual Meeting
- Tuesday, April 23, 2024 (6:00 p.m.) – Wine Tasting at OneStop Liquors in Oakdale Mall
- Wednesday, May 15, 2024 (11:30 a.m. – 9:00 p.m.) – Mini dine-out at Mac’s Dairy Farm,

1863 Main St., Tewksbury

- Saturday, May 18, 2024 (9:00 a.m. – 1:00 p.m.) – Bake Sale in conjunction with Garden Club Plant Sale
- Saturday, June 8, 2024 – Community Yard Sale
- Thursday, June 20, 2024 – Dine-out at Café Sicilia, 1300 Main St., Tewksbury

Volunteer Opportunities:

- Volunteers to sell Wine Tasting tickets at the library. Contact Friends of Tewksbury Public Library.
- Nominations for Board Members.
- Ideas of what to include in 2-year report. Contact Nicholas Campbell.
- Photos for 2-year report. Send to Nicholas Campbell.
- Saturday May 18, 2024 - Bake for the bake sale. Volunteers to sell baked goods. Sign up on sign-up genius or contact the Friends of Tewksbury Public Library.
- Saturday, June 8, 2024 – Community Yard Sale. Need volunteers to bake goods and sell friends merchandise. Contact Friends of Tewksbury Public Library.

Motion to adjourn made by Joanne Toppin. Seconded by Jan Sutton. Passed. Meeting adjourned at 7:45 p.m.

Next meeting: Wednesday, May 1 at 7:00 p.m. at the library.

Submitted by Elizabeth Robinson, Recording Secretary