

## Meeting Minutes for Wednesday, August 31, 2011

**Attendees:** Randy Robertshaw, John Hassan, Leslie Hassan, Christine Hassan, Mike Decker, Rita Laderoute, Gretchen Mayall

Approved minutes from June 11, 2011 meeting

### **Old Business:**

Energy Auditing Project- complete and ready for check out. Advertised on the blog and will be advertised on the web site. Includes two Kilowatt meters and one digital scanner (allows patrons to see how well insulated their homes are).

**Book Nook Signage:** The sign is almost finished and we will look into adding a second smaller sign with the words *Friends of the Library* connected to the larger *Book Nook* sign. We authorized modifying the \$100 for the sign to include installation (hardware and chains to hang from the ceiling). We will also look at getting the local hardware store to donate the chains.

### **Film Series:**

Leslie, John and Randy put a lot of work into this. The first movie night will be an adult movie night on Thursday, October 6 at 7pm. Adult movies will be *Who Killed the Electric Car?*, 10/06, *Inside Job*, 010/20, *Fog of War: Eleven Lessons for the Life of Robert McNamara*, 11/03 and *Greatest Movie Ever Sold*, 11/17.

Children's movies will begin at 6:00pm and the dates are *Rio*, 10/13, *Horton Hears a Who!*, 11/10 and *Alvin and the Chipmunks: The Squeakquel*, 12/08.

A budget of \$200 was approved for popcorn, drinks and updates to the cable for movie viewing. We will look into using Ms. Penny's popcorn machine.

**Book by Book Program:** The program was approved by the Superintendent of Dracut Schools. It is up to each school's principal to decide if they want to participate. Randy has printed up some sample coupons. Each school will receive coupons that can be given to students who demonstrate positive behavior. The coupons are redeemable at the library for a book. There will be a separate shelf in the Book Nook for this with a shelf for each age group.

**CD transfer:** We will be rolling over the CD at this time. Rates are low and we will still keep looking for a better place to put the funds.

**Electronic Donations:** We are still working on how and if we will accept electronic donations. We will most likely be opening a separate account for this. We should have an update for the October meeting.

**Old Home Days:** We have a eight foot table for the day. Christine will be bringing a canapé to keep the sun out. We will need a few volunteers to get there shortly after 8:00am to help set up. We will be bringing flyers, membership forms, information for

the wreath and basket raffle. We may be raffling off some items as well. Randy found a Bruins Jersey, a football autographed by one of the New England Patriots and we are looking into getting an autographed book to raffle off.

A special meeting was called for Wednesday, September 7 at 6:30pm to solidify the Old Home Days Agenda.

**Wreath and Basket Raffle:**

Gretchen and Mike worked on a form letter to send to area businesses. We will include a Membership form and Museum Pass Brochure. Randy will look at getting us Letterhead to use. Once the letters have been mailed out, we will have volunteers call out to the businesses to follow up.

**New Business:**

**Meeting Room Software:** \$250 was approved for new software that would link up the Events Calendar with the Meeting Room Calendar to avoid double booking of the room.

**Proposal for Lobby:** Randy took us on a tour to discuss Lobby updates. We are looking to update the bulletin board used to showcase library and other community events. There will be a policy coming soon for who can place signs and donation boxes (like the eye glass and used cell phone boxes out front). The estimate is \$800 for a 4x8 corkboard, a 4x6 corkboard and two magazine racks (clear like the one inside the front door).

**Spring Author Series:**

We have two local authors signed up for the Spring Author Series. \$450.00 of our \$750.00 budget has been used. The first author is Andre Dubus III who wrote *House of Sand and Fog* and *Towning* (a new book that is a memoir about growing up in Haverhill). He will talk for one hour. We do not know yet if he will stay for a book signing.

The second author is Stephen Puleo, author of *Dark Tide* and *A City So Grand* (new book). We will have a number of his books for sale that day and he will be doing a signing.

People will need to pre-register for these events because of capacity issues.

Friends will have a table at each event to promote the Friends and Friends can pre-register for these events.

**Jobs 2011 Series:**

We will begin our Jobs Series on September 29 from 2:00-4:00pm. It is open to anyone looking for a job. It begins with 09/29 Defining Your Personal Brand. Other dates are 10/06, 10/13, 10/20, 10/27, 11/03, and 11/10. More to come on additional topics. We believe this provides more than what is available at the Lowell Career Center. The speakers are volunteering their time, but we are looking into giving gift certificates to a local restaurant and/or another type of honorarium (like a gas stipend).

**Community Computer Lab Proposal:** we are looking into a grant that would help pay for the purchase of six lap top computers. This would be a partnership with the Dracut Council on Aging where we share the computers. Our patrons have told us they would

like to see some sort of technology training. We will further this discussion at the next FOL meeting.

**Book Sale Sorting:**

Due to Safety issues, we will not be sorting books in the basement any longer. We have the use of a store room in the old section of the library that will accommodate us. FOL members will come in and get a key at the desk. Randy has worked hard to get this room ready for us and it should really help with this year's sorting.

**Financial Balances:**

Certificate of Deposit (CD)	\$9,897.84
Checking Account	\$20,959.87
Amazon	\$3,097.16

Meeting Adjourned.

Respectfully Submitted  
Gretchen Mayall  
Secretary, Friends of the Dracut Library