

**Friends of the Fleetwood Area Public Library
June 30, 2020 Meeting Minutes (via Zoom)**

The monthly meeting of the Friends of the Fleetwood Area Public Library was called to order at 1:05 PM by Denise Fulmer, President.

Those in attendance were: Denise Fulmer, Jean Davis, Carin Milesosky, Sandy Dugan, Cathy Frederick, Lois Geist, Laurie Ayrton, Daniel Hoch and Michelle Hughes.

ACTIONS TAKEN

Minutes – The minutes for May 26, 2020 were distributed via e-mail and reviewed. There were no corrections or additions and the minutes were accepted as presented.

Treasure's Report – As of Friday, June 26, 2020 we no longer have an account with BB&T Bank. No checks were written during the change over and our current balance is \$3, 413.86. We have not yet received our certificate of tax exception, but we are still good for 1 more month. There were no questions regarding this matter.

Correspondence – Denise received a letter from Linda Fitzgerald officially resigning her position as Recording Secretary.

Library Director's Report – Carin informed the group that the library move is about 70% complete. We are still waiting for some of the book cases to be finished, the technology person is working on the computers and the library inspection will be done on Monday, July 6, 2020.

Library Board Report – Lois reported that the Book Bonanza is on hold for now. The Berks County meeting is August and she will have more information. The capital campaign is going very well and she hopes to get moving again soon. Carin stated that we will have to dip into our line of credit to pay for furniture, etc. but that will be okay as we will have 3 years to pay it back.

Membership – No new members to report.

Old Business – Due to the formal resignation of the Recording Secretary, Denise Fulmer, President, formally accepted Michelle Hughes, Acting Secretary to the position. Denise and Cathy have been working on our fundraiser with Summer, who is the owner of the The Shop. They have developed a very nice template for the coupon, based on the information sent to them by The Shop's owner, Summer. Denise questioned whether we should put a stamp or sticker on the back of the coupons so that they could not be duplicated. The general consensus was that it would be a good idea.

Each coupon is \$5.50 would be valid from 9/1/2020 – 10/3/2020 based on the information given to Denise. We would like to be able to sell the coupons during July and August, so Cathy will contact Summer to confirm that this time frame is alright.

The question was raised regarding how we would sell the coupons. It was determined that since all the coupons will be numbered, Denise will keep a spreadsheet with the names of the individuals and the specific numbered coupons they take. Each person will be responsible to turn in the money collected for specified coupons or turn the tickets back. We will advertise on social media and through our

members. It would be a nice idea to have someone to sit at the library on a specified day and time to sell coupons and allow members to return the proceeds of their ticket sales.

Once all the details have been solidified, Jean will send an e-mail to all the members with the information.

Carin was asked when we may begin to accept book donations. She thought it might be a good idea to wait until we have an actual date for the sale to make this decision.

Carin told us that we will have to decide how we will limit the number of people in Room 111 at any given time during the sale. She believes that we can have 75% of our capacity, which would be about 50 people. She thought it might be possible to hold the sale upstairs in the old library because there were book cases left that we could use. It would be easier for people to browse up there and we could also sell the furniture. She said us that Birdsboro is having a sale and is asking people to make an appointment to come in. We could possibly do something like that. This topic was postponed until the July meeting.

Pick-up service began at the library two weeks ago and is going very well. The hours are Mon. - Wed. - Fri., 10am – 1pm and Tue. & Thur., 3pm – 6pm. Returned books can be dropped in the red bin on the table in Room 111. The book drop opened on June 29, 2020 but as of this meeting this had not been announced. The library will not be open for browsing until the end of July, possibly early August. Carin informed us that most of the libraries will remain closed through this period. The furniture that is being relinquished has been decided. The closet in Room 111 is very full and messy and therefore cannot be used right now.

Jean will put information out on social media regarding pick-up hours and the fact that the book drop is open.

In response to a question about the finances for the Capital Campaign, Carin indicated that recognition will be given, especially that given by The Friends of the Library.

Carin informed us that currently the County frowns on volunteers working and the staff has been functioning satisfactorily for now. She will let us know when volunteers can be utilized as soon she is given the go ahead.

New Business – None

Discussion – Linda Fitzgerald has extra large Friends of the Library shirt that she is happy to give away if anyone wants it. We also have quite a few shirts in smaller sizes that we should try to sell.

The next meeting will be July 28, 2020. The meeting adjourned at 1:47 PM.

Respectfully submitted by Michelle Hughes, Recording Secretary