

FRIENDS OF THE GALWAY PUBLIC LIBRARY  
Board Meeting Minutes: September 20, 2011  
Galway Town Hall – 7 PM

PRESENT:

Sylvia Epranian - Chair	Ardeth Deay - Member at Large
Ann David - Vice Chair	Dot Gray – Member at Large
Sharyn Kalinkewicz - Treasurer	Jon Prasek – Member at Large
Nanci Wilson - Secretary	

ABSENT:

Linda Jackowski – Member at Large

Others Present:

Margie Prasek, (GPL Board of Trustees Liaison)

Eileen Fontanella, Taste of Chocolate Chair

Chair Sylvia Epranian called the meeting to order at 7:02 PM

SECRETARY'S REPORT:

The minutes from the August 16, 2011 meeting were sent via e-mail on September 1, 2011. A motion was made by Dot Gray to accept the Secretary's Report, seconded by Ardeth Deay. Motion was carried.

TREASURER'S REPORT:

A copy of the Treasurer's Report was received from Sharyn Kalinkewicz and filed. A motion was made by Sylvia Epranian to accept the Treasurer's Report, seconded by Nanci Wilson. Motion was carried.

- Sharyn gave us information about the insurance policy that the Friends of the Galway Library has. There is a Million Dollar Policy in place. Our insurance information has to be given to the Galway School ten (10) days prior to our Taste of Chocolate Event on October 15, 2011. (or any event)
- Sharyn also brought up our current Budget, informing the FOL board that the 2011 Budget line item for 'Gifts to the Galway Library' is listed at \$1800, and as of this meeting date, we have already gifted the library \$1900. There was a short discussion regarding the 2012 budget with suggestions to possibly increase the 'Gifts to the Library' line item, and reduce the 'cleaning' line item.

LIBRARY LIAISON, Margie Prasek REPORT:

- Long Range Planning Committee established five (5) groups: Budget; Fund Raising; Library Design, Building Construction and Grant Research and Writing.
- Christine Sowles, Galway Public Library Board Secretary has resigned, leaving the Board looking for a new Board Member. Margie Prasek will be Interim Secretary and Friends of the Library Board liaison.

- Donations via Web Page – the Board approved considering raising funds through a web page; this will be discussed; need to contact the Charities Bureau for information
- Carpentier House – it seems that no one really knows what is going on with this house and no one knows who owns it

#### FRIENDS OF THE LIBRARY BOARD LIAISON, Ann David's REPORT:

- Halloween Party on Monday, October 31, 2011 at the library. Library Board granted the library an extra hour of being open, so the party would be from 5 – 7 PM. This would be good publicity for the library, and an opportunity to bring more children (and adults) in to get library cards. Regina and the library staff would like to be able to purchase cider, Dunkin Donut holes and candy corn for the event. The question presented to the FOL Board was: "Would we be willing to give the library money for the Halloween Party?" After a short discussion, a motion was made by Dot Gray to give the library \$50.00, seconded by Ann David; motion was carried. Sharyn Kalinkewicz gave a check for \$50.00 to Ann David to give to Regina Doi, Library Director.
- Shed behind library – Boces students did not build the shed. Pat Hammond, a Boces Instructor built it for \$1500.00 (not \$1,000.00 as originally thought)
- Bill Bateman stated on his FOL Membership form that he was interested in being on the FOL Board. Since we are in need of a Board Member (after Pat Silk's resignation), Ann David called Mr. Bateman on September 20, 2011 and left a message asking if he might still be interested in being on the Board. As of this meeting, she had not heard back from him.

#### OLD BUSINESS:

- Jon Prasek was unable to find out about putting another shed on the current library property as the Building Inspector for the Village of Galway is not the same as the Town. Jon will contact Beth Ruman for the information.

#### Taste of Chocolate:

- Sylvia Epranian has workers in place for selling tickets, covering the tables, basket raffles, coffee/milk table, etc. Sylvia called bakers – 10 items so far; Sylvia left messages and people will get back to her; Five or Six people have said 'not this year'.
- Eileen Fontanella, TOC Chair, has not gotten in touch with Linda Jankowski but will call her before our next meeting to see if she will contact the school to find out the cost of milk (and how we get it from the kitchen), and if there is a charge for the janitor.
- Eileen raised a question about the milk, asking why she couldn't just purchase gallon containers and we would sell the milk by the cup, and whatever was left over, she would just take home. After a short discussion, it was decided that we would again purchase the individual containers of milk for sale.
- Dot Gray will bring boxes to the October 11, 2011 meeting that will be used for the table set ups.
- Sandwich Board in front of Library – Sharyn Kalinkewicz will post the information about the TOC on the board this week.

- Ardeth Deay, Publicity Chair – sending an article about the TOC to the Galway Reader; also to be posted on the School Web Page. Dot Gray asked that Ardeth e-mail her the article so that she can post it on the Providence Bulletin Board.
- Marjie Prasek will e-mail the Taste of Chocolate Poster she created to Sylvia Epranian and Sylvia will forward it to the FOL Board so that posters can be put up all over town
- 50/50 Raffle will be \$1.00 each
- Nanci Wilson will bring the Gold Raffle Tickets being used at the library for the Lap Quilt and Polar Bear Picture to the TOC along with any ticket sales.
- We need to keep the raffle amounts for the Lap Quilt and Polar Bear Picture separate from all other proceeds of TOC.
  - So far the raffle sales are:
 

Polar Bear Picture	\$310.00
Lap Quilt	\$47.00
- Ticket Sales for the 2010 Taste of Chocolate – 254 (approximate)
- \$200 in pre-sales as of today, September 20, 2011
- Eileen Fontanella asked Ann David how much paper products she has – Ann will check on plates, cups, napkins and plasticware
- Eileen Fontanella will bring wrapping
- The Lap Quilt and Polar Bear Picture will be on display in the hall of the school
- MaryLyn Koeppler and Ann David will bring cloth table linens for the main tables, and Ann David will purchase plain white plastic table cloths for the 'work' tables
- Sylvia Epranian will need \$150.00 'starter cash' for change; Sharyn Kalinkewicz supplies
- Jeanne Frank will be at the wrapping table and 2 basket raffles
- Ann David has the cans for the raffle tickets
- The Chocolate Basket and the Movie Basket, which will be raffled off at the Taste of Chocolate are at the library. Nanci Wilson will bring the baskets to the school the day of the TOC.
- will get Sylvia the cash
- Sylvia Epranian will contact the Town of Galway Clerk to secure the conference room for our October meeting (On September 22, 2011 Sylvia informed us via e-mail that she has secured the conference room for our meeting)

At 8:23 PM a motion was made by Nanci Wilson to adjourn the meeting; seconded by Sylvia Epranian; motion carried.

Next meeting, Tuesday, October 11, 2011 at 7 PM, Galway Town Hall

Respectfully submitted,

Nanci Wilson  
Secretary

Date e-mailed: 9/28/11