

DRAFT September Minutes of the Board of the Friends of the Sawyer Free Library, Wednesday, September 18, 2019

Present:- Jeff Shindell, Jne Gagliardi, Leslie Pearlman, Gail Sarofeen, Kecia German, Sandy Reinecke, Dennis Corkery, Colleen Hogan-Lopez, Shelagh McCauley

Absent:- Rebecca Aliberte, Lisa Christensen-Foley, Rosemary Howarth

Guest: Deborah Kelsey

Minutes: (Shelagh McCauley)

The minutes of the August 21, 2019 meeting were accepted unanimously.

Treasurer: (Rosemary Howarth in absentia, written reports).

The Treasurer's reports for June, July and August were accepted unanimously. Copies are attached.

It was voted to remove Carol Kelly's name from the Bank Gloucester list of authorized signers for the Friends .

Discussion with the Sawyer Free Library auditor, Mary Katherine Gray will take place next week as the Treasurer's position is being restructured. Minor revisions to the report format will be discussed by Kecia German and Gail Sarofeen.

Director's report: (Deborah Kelsey)

The Sawyer Free Library Board is working on the establishment of the Sawyer Free Library Foundation. Application has been made to the Commonwealth of Massachusetts for 501c3 status.

An audit of the library was completed yesterday. The auditor states that the Friends are a subgroup of the Sawyer Free Library, not an Affiliate/legacy committee and tax ramifications are involved. Rebecca and Kecia will meet with Deborah in the near future.

As of Monday, September 23rd, the library will be fully staffed for the first time in 5 years. One additional full time position has been created and funded by the City of Gloucester. Desks for children's staff are being provided as well as new furnishings in the Children's room. The Building & grounds Committee is researching possible construction of a uni-sex restroom on the main floor. The Mezzanine floor has been reconfigured.

Trustees: (Gail Sarofeen)

The Sawyer Free Library Foundation asked the SFL Board for \$300,000 towards initiation and the hiring of personnel. This request was granted. The Foundation affairs will be private as a private non profit organization (not subject to Open Meeting Law), whereas the SFL Library is public.

Mary Weissblum has resigned as the chairman of the Lyceum. She is succeeded by Susan Oleksiew.

The Saunders House has had repairs to its gutters. More repairs are needed to the sills.

Art Auction: (Gail Sarofeen)

Assignments for the upcoming Art Auction were delegated. Food service changes are being considered.

Membership: (Kecia German)

Many thanks were given to the Publicity Team for the fine job it did in advertising both the membership drive and the Art Auction.

To date 72 memberships have been received for a total of \$3450, which is 45% of last year's total membership.

Product: (Dennis Corkery)

It was noted that no prices were on display on the product items behind the front desk of the library. This will be corrected.

Books: (Kecia German)

The Book Store raised \$203.82 during the first half of September, \$992.63 since July 1.

Leslie Pearlman will be in charge of Special Sales within the Book Store and /or library. Colleen Hogan-Lopez will be in charge of special value books. Shelagh McCauley will be in charge of the Cage.

Book sorting duties were assigned. October: Dennis Corkery and Colleen Hogan-Lopez. November: Leslie Pearlman and Jane Gagliardi. December: Kecia German, Jeff Shindell and Shelagh Mccauley. In December there will be a general clean up of the cage and store.

Old business: Discussion of the Sawyer Free Medal Project Proposal was tabled until the next meeting.

Next meeting will be held on Wednesday, October 16, 2019 in the Friend Room.

[June 2019 Treasurer's report](#); [July 2019 Treasurer's report](#); [August 2019 Treasurer's report](#)

Respectfully submitted by Shelagh McCauley