

The Friends of the North Hampton Public Library

Monday, January 22, 2018
North Hampton Public Library

Presiding Officer Cynthia Swank called the meeting to order at 9:30 a.m. In attendance were Jane Boesch, Donna Etela, Hope Miller, and Nancy Monaghan. Also attending were Library Trustee Judy Day, Librarian Susan Grant, and volunteer Karen Sparkowich.

Cynthia reviewed the treasurer's report, and it was noted the check written to Fuller Gardens in 2017 for museum passes has not cleared yet so that will show as a 2018 expense. Hope could not remember how much it was. Swank reported a donation check for \$500 was returned for insufficient funds, and she will send a letter to the donor, hoping the check will be replaced.

The minutes of the November 15, 2017 were approved unanimously.

Community Newsletter: Nancy reported that the postage cost issue has been resolved with help from the postal expert in Portland. We were undercharged for the September mailing due to an error by the North Hampton Post Office. We will not be charged for that error. The details:

- It is cheapest to mail the newsletter flat rather than folding it horizontally, and the per piece cost for such mailing is \$.074 if it weighs no more than 4 ounces (Note: there will be a postage price increase 1/21/18 of \$.001 so our rate goes to \$.075.)
- If weight goes over 4 ounces, the per piece cost goes to \$.157
- To mail to every household in North Hampton (1884) the postage cost at \$.074 each is \$139.
- Printing a total 2500 is sufficient for mailing to every address (residential, business and PO boxes) with a few left over. Estimating business and PO box addresses to number about 700, the total postage cost should be about \$193.
- The printer's bill for the September edition of 2400 was \$1500 but he gave us a slight discount. The designer's bill was \$480 but she spent more time than usual rearranging the newsletter from 16 to 12 pages.

After some discussion about whether the newsletter should be mailed to PO boxes and businesses (the consensus was yes), and after reviewing the printing and design bills for the last issue, it was determined the per issue cost for everything will be within the \$2500 range the Select Board has budgeted for each issue of the newsletter. After further discussion about having a standard procedure for delivery, the following is it:

- The printer sorts and delivers the finished product to the Library.
- Susan takes the newsletters to the Post Office. Hope meets her there with a check to pay for the postage from The Friends' account. The Town reimburses The Friends for all costs, printing and postage.
- The Post Office fills out the postal paperwork.

Cynthia suggested this discussion be memorialized, so it is now in the minutes and Nancy will prepare a separate sheet for the Library's newsletter file for future reference.

Secretary of State: Cynthia reported the old form that was never filed with the Secretary of State has been filed and all our legal paperwork is in order.

Scrapbook: Cynthia reported there is lots of material collected since the last scrapbooks were compiled, and that work is in progress. She asked what would be the best home for the books, but there was no resolution.

Library, Foundation, Friends roles: The Foundation has eliminated its Amazon Smile option, according to Lewis Roche. The Library has set up a February listening session for people to see the expansion plan and offer input. A discussion ensued between Judy and Susan about who will be invited (Susan had mentioned a previous Library Building Committee) to attend, and Cynthia said a subsequent meeting could be set for the public. A question arose as to whether this meeting would have to be a posted meeting of the Building Committee, and Nancy said there is no Building Committee in existence.

Cynthia mentioned an MOU (memorandum of understanding) between the Foundation and the Library is being reviewed by the Trustees and it would be helpful if all three entities involved, including The Friends could know what each is doing. She mentioned an old Foundation donation form she found at the Library front desk but Susan said there is a new form out. Discussion was held about whether both the Library and the Foundation should be taking contributions, and Judy said it's important to allow people who just want to deliver a check to the Library to be able to do so. Judy said the Trustees will be meeting February 15 and the details of the public session will be worked out then.

Community Oven fundraiser: Karen reported she has had no return calls or emails from the people at Community Oven despite three attempts to get an update. Cynthia and Jane volunteered to stop over at Community Oven after the meeting to see if they could catch the woman in charge. (Karen's full report of various fundraising ideas is attached to these minutes.) Donna suggested a trolley tour combined with a wine tasting at Fuller Gardens. We could look for a donor to pay for the trolley and work with the Historical Society for a tour like that done for the 275th town celebration. Jane said she would check with Jane Robie who may know the right person to talk to at Fuller Gardens. Cynthia said there will be more fundraising/friend building discussion at the next meeting.

Library Events: Susan said upcoming programs are on "fake news" and beautiful gardens.

The meeting was adjourned at 10:51. **Next meeting: Wednesday, February 21, 9:30 at the Library.**

**Minutes prepared 1/27/18
by Nancy Monaghan**

(Karen's notes are attached)

Things I have been working on:

- - Filled out paperwork, and delivered 12/27/2017
 - Emailed Alyssa at Community Oven 1/10/2018 after not hearing back.
 - Called 1/16/2018 left a message for manager Jody to call me back, never did
 - Called again 1/18/2018 left a message for Alyssa to call me back
 - As of 1/20 have not heard anything – table it?
 - They recommend a Silent Auction to draw people in.
 - My brother, a personal trainer and manager of a gym, is offering a free fitness evaluation
 - I am offering a free date night babysitting, up to a \$60 value
 - I am trying to convince my Dad to offer a free evaluation for dog training, but it's slow going.
- Therapy Dog for Reading with Rover Program
 - Talked with Connie, she was okay with me pursuing it.
 - After talking with my Dad and step-mom (60+ dog training years between them) I checked with Craig Kelleher's office, got no hits
 - Checked with Susan at the Portsmouth library, she gave me a potential candidate:
 - Jill Card, with dog Anya.
- Friend Builders:
 - Mending and Sewing Meet up
 - Gaming/RPG Group
 - Old Photograph Group
 - Met with Susan Thursday 1/18 to work on these more
 - Hopefully will start in February
 - Start them, see where the interest lies
 - Have a Guestbook at every event so we can start collecting emails for our email mailings?
 - Photography group may become my intern-project, starting a Digital Scanning station at the library.

Other Ideas:

- Arthur Murray Dance Center
 - They will work with us on fundraising. We need to come up with whatever we'd like to do, and then pitch it to them and see what we can work out.
 - Contact is Amanda Deveau, owner/franchisee 603-379-2105

- Blind Date with a Book:
 - Valentine's Event
 - People "buy" the ability to check out a book with candy after hearing only a passage.
 - Candy is bagged up and sold at check-out counter for Valentine's Day
- Spring Fundraiser: crocheted butterflies
 - My Gram and I can make them
 - If we need more, I can see if the Knitting group can help make them