

Friends of the Hackettstown Library
DRAFT Meeting Minutes June 11, 2024

Present: Worth, Y. (Chair); Babajian, L.; Cutler, P.; Dyer, P.; Esposito-Jackson, T.; Ferrelli, N.; Galante, J. (ex-officio); Hirshberg, D. (Guest); Keene, R.; Mayberry, K.; Marchicelli, T.; Richards, J.; Russack, T.

1. Meeting called to order at 6:01PM
2. Announcements
 - a. Promotional opportunities for the organization were discussed. Calls for volunteers will be emailed to the group in the coming weeks. Please sign up if you are interested. We would like to have a presence at these events:
 - i. [Hackettstown Late Nite Thursdays](#)
 1. Hackettstown Late night Thursdays to begin in July.
 - ii. National Night Out – Tuesday, August 6
 1. National Night Out draws considerable traffic from the Hackettstown community. The library has a space at this event and has offered a section of it to promote the Friends group.
 - iii. [West End Farmers Market](#)
 1. The Market runs every Sunday from May 5 through October 27 (except Sept. 29) from 9:30AM to 1PM in Czig Meister’s parking lot.
3. Approval of Minutes
 - a. Minutes approved with the following corrections:
 - i. New Business:
 1. Change “can be poetry, hands-on art, wreath making, and/or music programs” to “music”.
 - ii. Fundraising:
 1. Change “A two-year license costs \$100 and we must apply for each event at a cost or \$20” to “A two-year license costs \$100 and we must apply for each event with the township of 8 weeks prior to the event. The cost per individual town filing varies”.
 - iii. Motion to Adjourn:
 1. Change “Jerry seconded” to “Nick seconded”.
4. Officers Reports
 - a. President
 - i. Vice President

1. Jim Richards was appointed to the Vice President position after expressing interest. A vote was held and Jim was elected to the position.
 - ii. Secretary
 1. Bev Saunders has resigned from the Secretary position effective May 30, 2024. If anyone is interested in filling this position, please email friends@hackettstownlibrary.org.
 - b. Treasurer
 - i. April 2024 Report
 1. Account balance at the end of the month is \$3,787.89. \$500.00 withheld for account minimum.
 - a. Tommy made a motion to accept the April Treasurer's report. Motion seconded by Theresa.
 - ii. May 2024 Report
 1. Account balance at the end of the month is \$3,849.20. \$500.00 withheld for account minimum. Nick noted that the proceeds from the DVD sale were deposited in June and will be reflected in the June Treasurer's report.
 - a. Rita made a motion to accept the May Treasurer's report. Motion seconded by Theresa.
 - iii. 990 IRS Tax Filing
 1. Nick informed the group that the 2023 990ez postcard was filed with the IRS before the May 15 deadline.
 - iv. Pre-approval to withhold funds for 2024 Annual Report
 1. Nick requested to withhold up to \$100 to amend and file the Annual Report with New Jersey State. The filing is a standard \$25, but an additional cost is incurred with changing officers' names to reflect the new President and Treasurer.
 - a. A vote to approve the withholding of funds passed.
5. Unfinished Business
 - a. April Book Sale (04/25/24-04/27/24)
 - i. \$1,232.00 was raised from the Book Sale. Yoli thanked the large volunteer group who helped make the event a success. A discussion regarding workflows and pricing took place for the benefit of new members. Jerry suggested additional communication to let members of the friends know they can purchase items the day prior to the event as a benefit of membership.
 - b. June DVD Sale (06/01/24)
 - i. \$135.00 was raised from the one-day sale. Yoli asked if the DVD sale would be something the group would like to continue. Small boxes of DVDs could be taken to other events for sale. Jim suggests adding titles to the holiday bazaar. Jerry will talk with Joe Fisher (Man Skirt Brewing) to see if DVDs could be sold at the brewery's *Booktoberfest*. Yoli thanked the volunteers for the DVD sale and encouraged more pop-up events.

- c. Karaoke Fundraiser Update
 - i. Nick is confirming the August 8 date and time with the karaoke DJ this Thursday. Songs will cost \$3.00 each to benefit the library. We could also create a basket to raffle off that includes donated coffee from our partnership with Greene's Beans. Nick thanked Rita for helping to create the graphic. Updates, including a call for volunteers will take place later this month.
6. New Business
- a. Coffee for a Cause Fundraiser (5/27-6/9)
 - i. The Friends partnered with Kelsey Walters from Greene's Beans to have a portion of income from products sold benefit the Friends organization. Coffee, tea, and hot cocoa was sold over the course of two weeks. The Friends earned \$211.40 from the partnership. Yoli noted that this opportunity presented itself between meetings and needed to be swiftly acted upon.
 - 1. Theresa suggested following the coffee fundraiser up with a similar sale in the fall to capitalize on holiday spending. Jim suggested that pickups could take place during the holiday bazaar to push sales.
 - ii. Call for Volunteers for Coffee Pickup
 - 1. Coffee sold as "pick up" will have the Hackettstown library as a pickup location. Pickups will take place from June 20 to 22. A call for volunteers will take place should we need people to staff the library to wait for people to pick up their coffee. This would be an opportunity to talk to individuals who purchased coffee to join the organization while personally thanking them.
7. Library Requests
- a. Jerry requests \$1,600.00 for summer programming and WI-FI enhancement.
 - i. Library Programming (\$1,000.00)
 - 1. Zoophoria summer reading kickoff
 - a. Summer reading will start with an educational petting zoo with children given the opportunity to pet the animals they are learning about.
 - 2. Minecraft Events
 - a. TD3 gaming will provide two events for children to learn through a game popular with students.
 - 3. Library Shakeup Time
 - a. A local storyteller will sing songs and share tales with children.
 - ii. WI-FI 6 (\$600)
 - 1. Request is for hardware. The Main Library Alliance will install the WI-FI. WI-FI 6 has increased range and security. The upgraded

WI-FI is dual band which will allow library staff to operate on their own WI-FI.

- i. A motion to disperse \$1,600.00 for library programming and upgraded WI-FI was made by Kathy M. and seconded by Jim R. The library will be provided with a check at the conclusion of the meeting.

8. Adjournment

- a. Kathy M. made a motion to adjourn the meeting. Motion was seconded by Tommy M. Meeting adjourned at 6:45PM. The next meeting will take place Tuesday, August 13 at 6PM.

Respectfully submitted by,

Nicholas Ferrelli
Interim Recording Secretary

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