

North Riverside Library Foundation Meeting Minutes
October 19, 2021

The meeting was held in the staff lounge at the library, with the following members present in person: Kathleen Spale, Koula Tricocci, Vera Wilt, Annette Corgiat, Stephanie Lanken, Natalie Starosta, also present John Mathias. Attending virtually: Lenora Giurini.

Kathleen call the meeting to order at 6:46, after the members had viewed the new Kay Subaitis Memorial Perpetual Book Sale room and enjoyed refreshments.

The minutes had been distributed by email and were approved as presented on the approval of a motion by Vera, seconded by Annette.

Annette Corgiat reported for the **Library Board** on the preview of the Kay Subaitis memorial room tonight and the beautiful new donor tree.

Natalie Starosta reported on news from the **Library staff**. NRPL was awarded a recovery grant of \$29,750. They had applied for all 3 categories of these grants, as had MANY others. Our library was awarded the grant for device lending for such items as tablets, laptops, webcams, microphones, etc.

In answer to a question she reported there are currently 25 total staff members, and typically there are 25-27 staffers. Some foundation members remarked at there being some new faces. The staff consists of 5 full time and 20 part time. There was an in person program going on upstairs because the presenter only does in-person, but most programs are still done virtually.

Treasurer's Report - Koula has distributed the report via email and summarized as follows: Starting balance \$32,776.57, receipts \$14.00 from Your Cause, expenditures \$24.95 for Gateway and \$29.90 for 5/3 ACH billing. Ending Balance is \$32,735.70

Report was approved on motion by Stephanie, seconded by Annette, motion carried.

Checks being written this evening for items approved a previous meetings: \$200 to the Riverside Township Food Pantry for the Read to Feed program, carrying on the Friends program. Also reimbursing \$355 to the Library for the Book Pages subscription.

Natalie reported no news on the name change.

Board Shirts - Nadia could not be present but had sent links to Kathleen regarding 2 styles of shirts available from Cynthia at Ink Your Wear, with some supply chain limits, for the desired shirts. One is a basic cotton polo at about \$12, and the other is a dry fit at around \$20. There would then be a charge for logo, cost depending on whether embroidered or imprinted. No action.

The Amazon Smile Wish List - as an option for donors to buy for the library. Natalie is putting the final touches on the list, and then we would need to create a promotional campaign.

Koula has volunteered to work on a promotional campaign, with pre-scheduled posts. Natalie has knowledge of how to set up the scheduled posts, and she also says that Amazon has promos to use. They are doing more with non-profits, some features are free, some at a charge, but Natalie will look into that for down the line. She can teach those interested how to use the scheduling tools. Kathleen also asked Lenora if she could help with the posting...the connection was bad, so we were not sure if she heard that.

The pumpkin decorating party was popular, with only one pumpkin left, but was pretty much a break even event.

No news on IndieGogo

We discussed the masks and merchandise, and Koula says there has been no change from last time on inventory. There is a Craft fair at the Village this coming Sunday, but it's late to try to get in there to sell items. We discussed promoting

these items for sale as the holidays approach. Koula suggested we get together for some photos, wearing the various items so we can promote sales on social media. Some day after 5 we will try to gather for some pictures.

Annual Membership Postcards - Annette reported that she and Marge have discussed this and feel that although a postcard is good, we probably need a letter with more information for the past members, so they know the new structure and what the plans are going forward. The target for mailing is January. To a question of whether this wasn't usually in Fall, the feeling is that after the new year would be a better time, after the holidays and not in Fall when young families have a lot of financial outlays for school. On the flip side, former members are probably looking for the usual fall mailing.

Natalie reported that the wider distribution postcard will have two sides, one inviting the membership, and the other showing 2 photos, one of Kay's book room, and one of the new donor tree.

Shredding, no update, Kathleen will connect with PJ.

Holiday photos, the Library is conducting its own fundraiser, with staff member Carlos to do the picture taking. The charge will be \$20 and photos will be emailed. Dates: Thursday, November 18 and Friday, November 19 from 5 to 8 PM, and Saturday, November 20 from 10AM to 1PM.

Foundation pet photo "shoot" will be the same as last year, Kathleen will work with Lenora. This will be less day specific, since they send their favorite pet photo for holiday "framing". This will be via email and payment through the portal. Kathleen thinks this will run in November and December, to the capacity of our volunteers.

There was no unfinished business.

Motion to adjourn by Stephanie, seconded by Annette, carried.
Meeting adjourned at 7:42.

Respectfully,
Vera A. Wilt, in the absence of Secretary, Marge Hook.