**FRIENDS OF THE EAST LAKE COMMUNITY LIBRARY**
**4125 East Lake Road, Palm Harbor, FL 34685**
**Tuesday, October 2, 2012**

Meeting called to order at 6:50 p.m. by Pat Hartlaub

**Present:**
**Board Members**: President, Pat Hartlaub; Past President, Carole Jackson; Vice President, Nancy Kerr; Treasurer, Patty Simone; Assistant Treasurer, Christine Stitzel; Recording Secretary, Susan Wolf **Membership**: Joan Lawler; **Members-at-Large**: Penny Snow, Miriam Lane, Barbara Schultz **Liaison**: Jerry Griffin, Foundation **Regular Attendees**: Patricia Perez (Library Director), Alex Andrea, Marlene Williams

September 4, 2012 Minutes accepted
Motion: Christine
Second: Susan

**Library Director's Report**: Pat Holly's "baby grand" piano is on loan in the community room for a year. Piano insurance coverage is under $100 and Friends will pay for it. Piano needs a cover; Patricia asked for help from the Friends in sourcing and paying for such a protective cover. The landscaping around the library has been completed with deer resistant plantings. Perry's Nursery did the work under warranty by Hennessey Construction. Keystone Excavators was hired to fix additional grading problems on the library's property; it cost $1700. Budget 1 has been updated. Total library budget for FY 2013 is $469,538.00 with an additional $30,987 set aside for reserves. LEGO robotics' teams are working on their challenge with a moveable time maze; corners and end pieces had to be created. This is amnesty week at the library for overdue materials. October 9th fines are increased consistent with other libraries in Pinellas County.

A scholarship for employee Rhonda Settle was requested in the amount of $300 for a six week online course, Marketing for Public Libraries, through the library school program at Urbana-Champaign Illinois. Susan made a motion to accept and Miriam seconded it. Scholarship application form is being updated. Pat Hartlaub asked for a working session with the Friends after Rhonda completes the course to enlighten us on marketing practices that will help the Friends too.

**Treasurer's Report**: Month end financials for September, YTD and budget to actual were presented by Christine and Patty Simone. Friends made their final quarterly installment payment to the library so September showed a loss. Overall, the budget to actual is on track for the year. Miriam moved to accept the financial reports; Barb seconded.

**Committee Reports**:

**Book Nook Manager** is Heather Ludlam; Susan continues to do online sales. Deb Ganley did a stellar job in her years of combing through donations for the book sales for the Friends.

**Community Resource Center (CRC):** Barb Schultz will assume responsibility for this function. The niche is being moved to a more prominent and visible location in the front the library right above the food donation bin.

**Social Chairperson**: Nancy Kerr reports that the Friends will be hosting the Palm Harbor Chamber of Commerce coffee this Thursday morning, October 4th at 7:30 a.m. This position needs a job description.

**Newsletter Editor**: Nancy Kerr will handle again for the coming year.

**Budget Committee**: Patty Simone, Christine, Pat and Carole will meet soon to plan for the coming year.

**Membership**: Joan reported on the present count of Friends members and CRC renewals. She announced a schedule for National Friends of Libraries week at the library. A table will be set up with membership materials the week of October 22nd; Board members were asked to volunteer during the library's busiest times to recruit new members and answer questions for patrons.

**Nominating Committee**: Nancy will head it again for the year.

**Fundraising Committee**: Pat Hartlaub, Joan, Susan, Barb and Carole will try to meet before the next Friends meeting to plan for the coming year. Susan updated the Board on the joint venture with Cruise Planners/American Express Travel/ Royal Caribbean about the upcoming Friends cruise February 11-16, 2013 and travel planning to benefit the Friends for the coming year. Tri-fold color brochures have been printed. Carole made a motion to approve $250 to do a mailing to include the travel brochure, music concert series and cover letter promoting these events. Mailing to be completed in the coming week. Barb seconded the motion. Susan will start the letter and determine mailing and envelope costs. Joan and Miriam offered to help with the labels and the mailing. A promotional poster is also planned for display in the library during Friends of Libraries week encouraging patrons to include travel in their holiday gift giving for that perfect Valentine's Day present.

**Sunday Concert Series**: Penny reports that 34 series tickets have been sold with 4 single tickets also being sold for the 1st concert on Sunday, October 14th. Board members were also asked to volunteer the day of the concert with set up and guiding attendees.

**Historians:** Marlene Williams and Alex Andrea showed the group the updated original LEGO Club scrapbook and the LEGO robotics scrapbook in process.

Next monthly meeting is November 6, 2012 which is Election Day. Library is closed as it is a polling place. Dinner meeting will be held at Positano's at 6:00 p.m. An invitation will be extended to Advisory Board and Foundation Board members as well. Carole will need RSVP's.

Meeting adjourned at 8:00 p.m. Nancy made the motion and Penny seconded it.

Respectfully submitted, Susan Wolf, Recording Secretary