

Soldotna Library Friends – Board of Directors
Meeting Agenda
March 8, 2023 at 10:15 am – Library Conference Room

- 1) Call to order
- 2) Approval of agenda
- 3) Approval of minutes from last 3 meetings:
 - January 11, 2023 Annual Meeting
 - January 11, 2023 Monthly Meeting
 - February 8, 2023 Monthly Meeting
- 4) Treasurer’s Report: Pam
- 5) Book Sale Report: Vicki
- 6) Librarian’s Report: Rachel
- 7) Old Business
 - a. Board of Directors Open Seats:
 - b. Bylaws Committee: Discussion of recommendations.
 - c. Volunteer Appreciation Event on April 25:
- 8) New Business
- 9) President’s Report: Joan
 - a. Sewing Machine Project: Take picture of sewing machine turnover to the library.

In this month’s board packet:

- Minutes February 8, 2023 Monthly Meeting
- Treasurer’s Report and Budget vs Actual Report

Reminders:

- Next Book Sale March 30, 2023 from 2-6 pm
- Next Board Meeting April 12, 2023 at 10:15 am

Treasurer's Report

Soldotna Library Friends

2/28/2023

Bank Balance, beginning of month	\$ 33,260.66
Revenue	
Book Sales	\$714.25
Book Sales, front of library box	164.11
Donations	68.84
Art Sales	0.00
Bake Sales	0.00
Donations - Pick Click Give	0.00
Special Donation - Schwabb/Mitchell (Banned Books)	500.00
Memberships	<u>20.00</u>
Total Revenue	<u>1,467.20</u>
Expenses	
Contributions to Library	\$0.00
Fundraising (PCG, marketing and promotion)	25.00
Domain fee	0
Bank Charges and Fees	9.08
Dues & Subscriptions	0.00
Stamps	0.00
Signs	0.00
Office Equipment and Supplies	144.11
Printing	0.00
Licenses (St of AK fee)	0.00
Pick Click Give	0.00
P.O. Box rental	0.00
Wild Apricot	<u>0.00</u>
Total Expenses	<u>178.19</u>
Total Revenue in Excess of/(Less Than) Expenses	<u>\$1,289.01</u>
Bank Balance End of month	<u>\$34,549.67</u>
Til Balance	<u>120.00</u>
Total Cash	<u>\$34,669.67</u>

**Soldotna Library Friends
2023 Budget to Actual Report**

Expenses	2023 Budget	2022	January	February	2023 YTD	Over/under Budget
Office equipment and Supplies (Bookshop)	\$700.00	\$197.46	\$638.20	\$144.11	\$782.31	(\$82.31)
Printing (Qtrly Member Newsletter or Postcards)	250.00	175.00			0.00	250.00
PO Box Rental	276.00	276.00			0.00	276.00
Postage(Avg 5-6 year to full database of 150-200)	100.00	60.00			0.00	100.00
Memberships						0.00
United for Libraries	50.00	50.00			0.00	50.00
Chamber of Commerce	200.00	200.00			0.00	200.00
Wild Apricot Membership Software or Similar	648.00	638.00			0.00	648.00
State Licensing and Fees	200.00	45.00			0.00	200.00
Credit Card Merchant and bank fees	150.00	231.32	12.97	9.08	22.05	127.95
Appreciation Events						0.00
Annual Membership Meeting	100.00				0.00	100.00
Library Workers Day - Staff & Volunteer Luncheon	100.00				0.00	100.00
2nd til for December sale	200.00	0.00			0.00	200.00
Marketing & Promotion						0.00
Fundraiser Supplies(Progress Days, Fall and/or Winter Events)	200.00	0.00			0.00	200.00
Domain Name Renewal (hotsing incl w/ member software)	20.00	16.17			0.00	20.00
Facebook Boosted Posts (monthly for books sale + extra for events)	240.00	235.64	30.99	25.00	55.99	184.01
Outreach Flyers and Posters and Signs	200.00	442.12			0.00	200.00
Soldotna Chamber Ad	325.00					
Professional fees (web design/attorney)	2500.00					
Patron Perks (Direct Purchased: USBs, earbuds, etc.)	100.00	0.00			0.00	100.00
Pick, Click, Give and Advertising Co-op	400.00	389.00	21.00		21.00	379.00
Subtotal Expenses	\$6,959.00	\$2,955.71	\$703.16	\$178.19	\$881.35	\$6,077.65

Expenses	2023 Budget	2022	January	February	2023 YTD	Over/under Budget
Grant Distributions						
Early Literacy/literacy Programs	\$1,000.00	\$0.00			\$0.00	\$1,000.00
1000 Books Before Kindergarten	1000.00	0.00			0.00	1,000.00
Summer Reading Program	1400.00	500.00			0.00	1,400.00
Story Walk	200.00	200.00			0.00	200.00
Other Library Programs	0.00	5,750.00			0.00	0.00
Sewing Program	900.00	1,400.00			0.00	900.00
Designated Gifts (Rosie Reeder and Pioneers)	0.00	1,050.00			0.00	0.00
Subtotal Distributions	\$4,500.00	\$8,900.00	\$0.00	\$0.00	\$0.00	\$4,500.00
Revenue						
Memberships	\$1,000.00	\$1,090.00	\$5.00	\$20.00	\$25.00	\$975.00
Book Sales (Monthly and Front of House)	7000.00	8,095.28	1,190.65	878.36	2,069.01	4,930.99
Donations (General and Front of House)	1000.00	1,433.98	233.82	68.84	302.66	697.34
Designated Gift Donations		1,650.00		500.00	500.00	-500.00
Pick, Click, Give Donations	1500.00	1,875.00	300.00		300.00	1,200.00
Fundraisers					0.00	0.00
Progress Days	500.00	176.10			0.00	500.00
Fall/Winter Fundraisers	3000.00	2,806.00			0.00	3,000.00
Subtotal Revenue	\$14,000.00	\$17,126.36	\$1,729.47	\$1,467.20	\$3,196.67	\$10,803.33
Total Expenses and Distributions	\$11,459.00	\$11,855.71	\$703.16	\$178.19	\$881.35	\$10,577.65
Cash Revenue Over/Under Expenses	2,541.00	5,270.65	1,026.31	1,289.01	2,315.32	\$225.68
Cash beginning of month/year		26,963.70	32,234.35	33,260.66	32,234.35	
Cash in Bank		32,234.35	33,260.66	34,549.67	34,549.67	
Til		120.00	120.00	120.00	120.00	
Cash End of Month/year		\$32,354.35	\$33,380.66	\$34,669.67	\$34,669.67	