

Soldotna Library Friends – Board of Directors
Meeting Agenda
June 14, 2023, at 10:15 am – Library Conference Room

- 1) Call to order
- 2) Approval of agenda
- 3) Approval of minutes from May 10, 2023, Special Meeting and Monthly Meeting
- 4) Treasurer’s Report: Pam
- 5) Book Sale Report: Vicki
- 6) Librarian’s Report: Rachel
- 7) Old Business
 - a. Attorney Review of changes to Articles of Incorporation and to Bylaws: Pam
 - b. Open position for Vice President of our board
 - c. Progress Days Planning – Saturday July 22 from 10 am to 4 pm
- 8) New Business
 - a. Advertisement in Soldotna Visitors Guide (finalize by September)
- 9) President’s Report: Joan

In this month’s board packet:

- Minutes May 10, 2023, Special Meeting and Monthly Meeting
- Treasurer’s Report and Budget vs Actual Report

Reminders:

- Next Book Sale June 29, 2023, from 2-6 pm
- Progress Days Book Sale and Bake Sale Saturday July 22 from 10 am to 4 pm
- Next Board Meeting July 12, 2023, at 10:15 am

Treasurer's Report

Soldotna Library Friends

5/31/2023

Bank Balance, beginning of month	\$ 36,036.25	
Revenue		
Book Sales	\$0.00	
Book Sales, front of library box	58.52	
Donations	109.09	
Art Sales	0.00	
Bake Sales	0.00	
Donations - Pick Click Give	0.00	
Special Donation	200.00	Garden Club
Memberships	<u>0.00</u>	
Total Revenue	<u>367.61</u>	
Expenses		
Contributions to Library	\$42.35	
Fundraising (PCG, marketing and promotion)	0.00	
Domain fee	0	
Bank Charges and Fees	1.00	
Dues & Subscriptions	0.00	
Stamps	0.00	
Signs	0.00	
Office Equipment and Supplies	0.00	
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>43.35</u>	
Total Revenue in Excess of/(Less Than) Expenses	<u>\$324.26</u>	
Bank Balance End of month	<u>\$36,360.51</u>	
Til Balance	<u>120.00</u>	
Total Cash	<u>\$36,480.51</u>	

Soldotna Library Friends

2023 Budget to Actual Report

Expenses	2023	2022	May	2023	Over/under
	Budget			YTD	Budget
Office equipment and Supplies (Bookshop)	\$700.00	\$197.46		\$807.29	(\$107.29)
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	1.00	42.72	107.28
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		17.17	2.83
Facebook Boosted Posts (monthly for books sale + extra for events)	240.00	235.64		96.56	143.44
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	42.35	42.35	57.65
Pick, Click, Give and Advertising Co-op	400.00	389.00		278.75	121.25
Subtotal Expenses	\$6,959.00	\$2,955.71	\$43.35	\$1,284.84	\$5,674.16

	2023 Budget	2022	May	2023 YTD	Over/under Budget
Expenses					
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		596.74	303.26
Seed Program				30.00	-30.00
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	\$626.74	\$3,873.26
Revenue					
Memberships	\$1,000.00	\$1,090.00		\$175.00	\$825.00
Book Sales (Monthly and Front of House)	7000.00	8,095.28	58.52	4,227.49	2,772.51
Donations (General and Front of House)	1000.00	1,433.98	309.09	835.25	164.75
Designated Gift Donations		1,650.00		500.00	-500.00
Pick, Click, Give Donations	1500.00	1,875.00		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	\$367.61	\$6,037.74	\$7,962.26
Total Expenses and Distributions	\$11,459.00	\$11,855.71	\$43.35	\$1,911.58	\$9,547.42
Cash Revenue Over/Under Expenses	2,541.00	5,270.65	324.26	4,126.16	(\$1,585.16)
Cash beginning of month/year		26,963.70	36,036.25	32,234.35	
Cash in Bank		32,234.35	36,360.51	36,360.51	
Ttl		120.00	120.00	120.00	
Cash End of Month/year		\$32,354.35	\$36,480.51	\$36,480.51	