

**Soldotna Library Friends – Board of Directors
Meeting Agenda
August 9, 2023, at 10:15 am – Library Conference Room**

- 1) Call to order
- 2) Approval of agenda
- 3) Approval of minutes from July 12, 2023, Monthly Meeting
- 4) Treasurer’s Report: Pam
- 5) Book Sale Report: Vicki
Progress Days Bake Sale Report: Barbara (emailed on 7/30/23)
- 6) Librarian’s Report: Rachel
- 7) Old Business
 - a. Soldotna Visitor Guide Advertisement: Rachel and Barbara
 - b. Attorney Review of changes to Articles of Incorporation and to Bylaws: Pam
- 8) New Business
 - a. Library Advisory Meeting on July 17: Jane F
- 9) President’s Report:

In this month’s board packet:

- Minutes July 12, 2023, Monthly Meeting
- Treasurer’s Report and Budget vs Actual Report
- Progress Days 2023 – Bake Sale Report (sent out earlier)

Reminders:

- September 13, 2023 – Next Board Meeting at 10:15 am
- No book sale in August
- September 28, 2023 – Next book sale

Treasurer's Report

Soldotna Library Friends

7/31/2023

Bank Balance, beginning of month	\$ 37,017.33
Revenue	
Book Sales	\$934.25
Book Sales, front of library box	29.19
Donations	78.20
Art Sales	65.00
Bake Sales	590.25
Donations - Pick Click Give	0.00
Special Donation	0.00
Memberships	<u>35.00</u>
Total Revenue	<u>1,731.89</u>
Expenses	
Contributions to Library	\$3,800.00
Fundraising (PCG, marketing and promotion)	16.47
Domain fee	0
Bank Charges and Fees	18.26
Dues & Subscriptions	200.00
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	0.00
Progress Days Til	<u>-120.00</u>
Total Expenses	<u>3,914.73</u>
Total Revenue in Excess of/(Less Than) Expenses	<u>(\$2,182.84)</u>
Bank Balance End of month	<u>\$34,834.49</u>
Til Balance (Book Sale and Progress Days)	<u>120.00</u>
Total Cash	<u>\$34,954.49</u>

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

Expenses	2023 Budget	2022	July	2023 YTD	Over/under 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	\$200.00	200.00	0.00
Wild Apricot Membership Software or Similar	648.00	638.00		0.00	648.00
State Licensing and Fees	200.00	45.00		25.00	175.00
Credit Card Merchant and bank fees	150.00	231.32	18.26	75.45	74.55
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 Progress Days	200.00	0.00	-120.00	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	16.47	113.03	126.97
Outreach Flyers and Posters and Signs	200.00	442.12		369.62	-169.62
Soldotna Chamber Ad	325.00				325.00
Professional fees (web design/attorney)	2500.00				2,500.00
Patron Perks (Direct Purchased: USBs, earbuds, etc.)	100.00	0.00		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	\$114.73	\$1,928.66	\$5,030.34

Expenses	2023 Budget	2022	July	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	1,000.00	1,000.00	0.00
Summer Reading Program	1400.00	500.00	1,400.00	1,400.00	0.00
Story Walk	200.00	200.00	200.00	200.00	0.00
Other Library Programs	0.00	5,750.00		0.00	0.00
Sewing Program	900.00	1,400.00	300.00	896.74	3.26
Seed Program			400.00	430.00	-430.00
Designated Gifts	0.00	1,050.00	500.00	500.00	-500.00
Subtotal Distributions	\$4,500.00	\$8,900.00	\$3,800.00	\$4,426.74	\$73.26
Revenue					
Memberships	\$1,000.00	\$1,090.00	\$35.00	\$230.00	\$770.00
Book Sales (Monthly and Front of House)	7000.00	8,095.28	1,028.44	6,404.34	595.66
Donations (General and Front of House)	1000.00	1,433.98	78.20	930.95	69.05
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 (Bake Sale)	500.00	176.10	590.25	590.25	-90.25
Fall/Winter Fundraisers	3000.00	2,806.00		0.00	3,000.00
Subtotal Revenue	\$14,000.00	\$17,126.36	\$1,731.89	\$8,955.54	\$5,044.46
Total Expenses and Distributions	\$11,459.00	\$11,855.71	\$3,914.73	\$6,355.40	\$5,103.60
Cash Revenue Over/Under Expenses	2,541.00	5,270.65	-2,182.84	2,600.14	(\$59.14)
Cash beginning of month/year		26,963.70	37,017.33	32,234.35	
Cash in Bank		32,234.35	34,834.49	34,834.49	
Til		120.00	120.00	120.00	
Cash End of Month/year		\$32,354.35	\$34,954.49	\$34,954.49	

Progress Days 2023 – Bake Sale Report

The bake sale was held outside in front of the library before and during the Progress Days parade. We brought in a total of \$590.25. Compared to 2022 bake sale proceeds of \$176, this bake sale was a huge success.

7 Volunteers who helped set up, greet shoppers, sell items, and take down:

Mary Lou Wilcox
Romi Haseo
Jane Gabler
Heather Rausch
Barbara Olson
Holly Davis
Suzanne Richards

11 Bakers who delivered their goodies to us:

Vicki JohnstonFreese
Marilyn Albright
Romi Haseo (cases of water bottles)
Mary Lou Wilcox
Suzanne Richards
Kari Mohn
Elaine Woodburn
Jane Gabler
Rhonda McCormick
Heather Rausch
Barbara Olson

Other Donations:

Fred Meyers donated 4 dozen cookies (delivered to us by Romi)
Starbucks donated coffee and iced tea (arranged by Jane Gabler)
- This included cups, tops, cream, sugars, napkins.

The weather was definitely on our side – clear and sunny. Lots of water bottles were sold. Almost all baked goods sold before and during the parade. The coffee, iced tea, and unsold items were moved downstairs to the Book Sale area to be sold.

Vicki will report on the book sale however I know you all want to know how it went. There were 158 shoppers and \$934.25 in sales. I believe she had 8-9 volunteers.

Report on 07-17-2023 Library Advisory Board Meeting



Jane Fuerstenau

August 9, 2023 at 2:57 AM

Re: Friends meeting agenda 8/9/23

To: Joan Merrick, Pam Joslin & 7 more

[Details](#)

I will not be able to attend today's meeting as I am in Michigan visiting my father.

I did attend the Library Advisory Board meeting on July 17th and provided an update of Friends' activities. Advisory Board members were very interested in my report, and asked questions when I finished. Specifically, they wanted to know how to join the Friends, how members find out about volunteer opportunities, and details about the location and sponsorship of the seed library. Two board members indicated that they may know gardeners that would be interested in providing instruction on seed gathering. At the end of the meeting, board members expressed their appreciation for the donations and volunteer efforts of the Soldotna Library Friends.

Sincerely,
Jane Fuerstenau