

Friends of Middleborough Public Library
AGENDA – January 24, 2024

Call to Order

Minutes Approval: November 25, 2023

Communications:

Treasurer’s Report:

Reorganization/Elections:

Financial Sustainability Discussion:

Goal: To keep the Friends of the Middleborough Public Library solvent and relevant while allowing the board and membership to fulfil its mission.

Focus: Create a comprehensive and professional fundraising strategic plan to include assessment of current revenue model and identification of new “best practice” opportunities.

Giving Tuesday: Feedback

Grant Opportunities:

- **Recent Awards: Local Cultural Council – Three Requests**
 - History Comes to Historic Downtown Middleborough \$500
 - Peter H. Peirce Homestead - Historical Video Series: Phase 1 \$500
 - Food Glorious Food: EJCOG Card to Culture Tie In \$750
- **Submitted:**
 - **Mass Cultural Council** Cultural Facility Funds – Outdoor Pavilion (\$75,000 matching grant)
- **In Process:**
 - **Farm Credit East** – Lipinski Award (\$25,000) – Due January 30 – Pavilion
- **Pending:**
 - **Wynn Resort Foundation Community Grant** – Up to \$10,000: Mixed Events – Monitor for Posting
 - **First Citizens Charitable Foundation** – Quarterly Deadlines: Range 1,000 – 5,000: Mixed Events – Define Program
 - **Bertolon Family Trust** – Open (\$100-10,000) – Outdoor Pavilion
 - **NEST:** Due March 2024 – Library Staff for New Program or as Offset for Existing Program: Based on Timeframe: Historical Presenter: Aligned with Outdoor Pavilion
 - **Mass Cultural:** Festivals & Projects (\$2,500): Opens March 2024: Due May 2024 – Concert Series
 - **Mass Cultural:** Operating Grant: Opens: March 2024; Due June 2024 – Unrestricted – Potential History of house/videos: staffing/maintenance.
 - **Ocean Spray:** Community Giving Program: Monitor for April/May posting.

Focus: Implement an enhanced stewardship plan ensuring careful and responsible management of funds and assets.

Current Action Items:

- Funding Transition of Homestead Discussions with Rockland Trust – Vote to Authorize Representation
- Set Date & Time to Change Names on Current Accounts

Infrastructure and Process

Goal: To implement the Friends of the Middleborough Public Library’s vision, improve the delivery of its mission, and ensure a sustainable organization.

Focus: Evaluate parking lot to identify short-term and long-term maintenance requirements and create associated plans including financial plans to address known and future needs.

- Parking Sign – Review Format & Define Installation Requirements

Focus: Develop and implement a detailed plan to deploy and assess each fundraising program/activity.

- Winter Wine Tasting Event – Cancelled
- Review of Fundraising Calendar: Date Review & Format of Mystery/Murder & Holiday Tea
- Staffing – February Tea
- Mini-Golf – Overview: Sponsorship: Advertising/Signage: Format Review

Focus: Evaluate homestead to identify short-term and long-term maintenance requirements and create associated plans including a financial plan to address known and future needs.

- Meeting with Sheila White - Feedback
- Insurance Coverage
- Rental Income Strategy/Rental Agreement
- Branding of Peter H. Peirce Homestead

Mission Clarity

GOAL: To identify and articulate a clear, consistent, and defining message around who the Friends of the Middleborough Public Library are and what the Friends do to make a difference in the community.

Focus: Assess fundraising programs to ensure alignment with mission, vision, purpose, and core values.

- Donor Perfect - Implementation

Library Update

- Report Displaying Pending Expenditures Covered by the Friends
- Report Listing Dates of Library Programs at the Town Hall
- Other

Unanticipated:

Date for February Meeting: February 21, 2024

Adjournment