



Minutes

April 26, 2023

Call to Order: 6:08 p.m.

Location: Silvia Trust Room, Middleborough Public Library

Board Present: Barbara Chadwick, Colleen Evers, Diane Fay, Paula Fay, Tony Freitas, Randy Gagne, Samantha O'Conner, Dave Pincus, Jessica Pincus

Guest: Karen Freitas

Minutes from March and April Mini-Golf Planning Meeting: Motion by Paula with second from Barbara. Minutes were accepted unanimously.

Communications: Acknowledgement has been sent to Ted Pratt for parking lot fence donation. The Committee to Elect Tom S. White is dissolving and has designated a portion of their remaining funds for the Friends of the Middleborough Public Library.

Treasurer's Update: The Friends remain solvent.

Non-Profit Status Update: Status remains unknown due to the need for electronic filing of recent returns. Colleen will follow up on this item as it impacts ability to apply for some grants.

Grant/Funding Opportunities:

Mass Cultural Council Grant: Festivals & Projects: Awarded \$2,500 to cover costs associated with Concerts held October 2022 through March 2023

Movie Night Outdoor Equipment: Although the initial submittal was sent with support from three departments, it appears that Fran Cass from Parks and Recreation took steps to obtain funding for a system that is Park Department specific and does not meet the collaborative strategy that was expected and discussed. The Friends will move in a different direction and later explore options that will support the library's needs and opportunities to establish cooperative programs with the COA.

New England State Touring (NEST) Grant: Grants are under review. Expect decision this week.

Upcoming Grant Opportunities:

Mass Cultural Council: Two opportunities will be explored: Funding for Upcoming Concert series and funding for digitization.

NEST – August Submittal: To be determined with staff. This approach is used to supplement program offerings while extending the use of funding provided by the Friends.

Rockland Trust: General Community Grant: Explore Infant Literacy program and funding Dolly Parton Literacy Project.

Local Cultural Council: Focus to be determined

Marketing Material/Expenditures:

Online ticketing will be explored to handle table assignment. Donor management software still needs to be explored.

Reviewed Branding Materials. Item 1 option A and Item 2 were chosen to represent the Friends of the Middleborough Public Library. Randy will reach out to Anthony to schedule a meeting.

Events/Activities Update & Discussion:

Mini-Golf Fundraiser: Response from event has been positive. Profits from the event exceeded \$5,000 which is the equivalent of funding for approximately 10 major programs for the community. The event provided an increase acknowledgement of the benefit of the library as a community center. Decision to schedule event for 2024. The proposed dates are March 22nd and 23rd. Additional marketing will be implemented. Sign announcing mini golf will be at events. Yard signs for display prior to the date. Bookmarks available at the library. Discussed eliminating raffles on Saturday and Friends covering door prize. Explore hot dogs on Saturday with upsell on other items.

National Library Week Staff Recognition: Event took place. Staff present appeared to be appreciative. Jay McGrail attended to acknowledge the contributions of staff to the community.

Seasonal Floral Design Workshops: Barbara has been in contact with Lakeville Garden Club. I left messages with Nancy Lafay and am awaiting call back.

May Tea: Low response rate but will still conduct the event. Additional marketing is in process. Set up and staffing availability discussed.

Hometown Hero Banner Program (5/20/23): Marketing materials being developed. Set up of Grand Ballroom will take place on Saturday morning. Drinks and cupcakes will be available. Donations will be accepted.

Teddy Bear Picnic: Amanda has a variety of activities scheduled. Books purchased. Jessica/Dave to provide additional tents for the event. Ancillary items will be ordered (Coloring books, bags, crayons, juice, cookies). Friends are covering the costs of all materials and services for this annual event. The required funds are not being expended from the program budget established for the fiscal year.

Commemorative Brick Program: Will advertise through June and then place order for July/August installation. In the future, there will be one installation each year unless demand warrants otherwise.

Murder Mystery/Dinner Theater: Tables will be ordered from Grant. Dinner and Flatware from Taylor. Linens will be purchased. Tables will seat 8 so 20 tables will be ordered.

Sunday Concerts 2023/2024 Season: Dates were set for October 2023 through March 2024. Selection/scheduling of performers pending.

New Fundraiser: "Fall in Love with Middleborough" Culinary Expo highlighting food and drink purveyors. Entry fee will be gift card to be raffled by Friends. Vendors can sell gift certificates and/or take orders for featured items that will be delivered/picked up later at their venue.

New Fundraiser: Wine Tasting with Cheese & Chocolate Pairing; Similar in nature to Culinary Expo discussed for January 2024.

Parking Lot Discussion: Paula will meet with Joe Perkins to explore strategies to limit use of parking lot. In addition, outreach will be made to Pavestone for in kind gift of parking barriers along fence.

Downtown Improvement Committee Update: BID concept would include assessment of non-profit which could impacted Friends' budget if not waived by municipality.

Library Update: Discussion regarding funding for FY 2024. Motion made by Paula to budget \$14,000 for July 2023 through June 2024 with review in January 2024 and roll over \$2,000 from the FY 2023 budget. Second by Diane. Passed unanimously.

Unanticipated: None

Next Meeting: Wednesday, May 24, 2023,

Meeting was Adjourned: 7:56 p.m.

Submitted by: Diane Fay

UPDATED FUNDRAISING & ACTIVITY CALENDAR ATTACHED

FMPL FUNDRAISING & ACTIVITY CALENDAR

<p>May 2023</p> <p>Mother's Day Fundraiser Tea with Performance: May 14th</p> <p>Hometown Hero Program May 20th</p> <p><i>Brick Fundraiser Promotion</i></p>	<p>June 2023</p> <p>Ex Libris Anniversary Sale</p> <p>Teddy Bear Picnic June 6</p> <p>Toe Jam Puppet Band June 27</p> <p><i>Brick Fundraiser Promotion</i></p>	<p>July 2023</p> <p><i>Brick Fundraiser Promotion</i> <i>Brick Installation</i></p>
<p>August 2023</p>	<p>September 2023</p> <p>September 17th Fundraiser Tea</p> <p>September 29 – Fall in Love with Middleborough</p>	<p>October 2023</p> <p><i>Sunday Concert Series</i> <i>October 15th</i></p>
<p>November 2023</p> <p>11/4: Downton Abbey: Dinner Theater</p> <p><i>Sunday Concert Series</i> <i>November 19th</i></p>	<p>December 2023</p> <p>December 10th <i>Fundraiser Holiday Tea with Performance</i></p> <p><i>Sunday Concert Series</i> <i>December 17th</i></p>	<p>January 2024</p> <p><i>January 27th – Winter Wine Festival</i></p> <p><i>Sunday Concert Series</i> <i>January 28th</i></p>
<p>February 2024</p> <p>February <i>Fundraiser Tea</i> <i>February 11th</i></p> <p><i>Sunday Concert Series</i> <i>February 25th</i></p>	<p>March 2024</p> <p><i>Mini Golf – March 22 & 23</i></p> <p><i>Sunday Concert Series</i> <i>March 24th</i></p>	<p>April 2024</p> <p><i>Sunday Concert Series</i> <i>April 28th</i></p>