

**Parker Memorial Library**  
**FRIENDS OF THE DRACUT LIBRARY**  
**Meeting Minutes for Mon., Oct. 17, 2011**

**Attendees:** Randy Robertshaw, John Hassan, Leslie Hassan, Christine Hassan, Mike Decker, Rita Laderoute, Liz Berry and Cecilia Mancini

Approved minutes from Sept. 2011 meeting

**Old Business:**

**MLTA Symposium** – for library trustees and friends of libraries will be held at WPI, Nov. 5<sup>th</sup>. Randy and one of the trustees is attending, and recommended that a member of the Friends attend, too. John Hassan volunteered to go. A motion was made and unanimously passed to approve \$35.00 for the registration fee. Randy said he would send in the registration for John.

**Work of 1000 Tour** – John presented this brochure which gave information on Documentarties that we might consider for our spring line up. Randy said he would review it and see what might be appropriate.

**Old Friends Items** – John found several older book bags, a couple of adult t-shirts and a box of youth t-shirts. It was decided to use the book bags for the upcoming wreath and basket raffle and fill them with donated books and possibly a t-shirt and maybe something else. Cecilia will take them and fill them from the book sorting items. Youth t-shirt ideas were tabled until a later date.

**LIRA – (Learning in Retirement, UMass Lowell)** – John noted that LIRA was working cooperatively with the Chelmsford Library to bring some of their programming/classes to the Chelmsford Library and wanted to see if we could inquire about doing the same thing. Randy said that he has had contact with LIRA and will look into it.

**Point of Information:** Leslie wanted to clarify the date of the upcoming Legislative Breakfast. It is Oct. 20, this Thurs. Leslie, John and Randy will be attending.

**Book Nook Signage:** The sign hasn't been put up yet because Randy and Dave are trying to find screws heavy duty enough to hold it.

**Electronic Donations:** Kevin has not made any progress on this as of today. Randy and Kevin are still working on this.

**Wreath & Basket Raffle:** Drop-offs will be accepted Sat. Nov. 26<sup>th</sup>, and Mon.-Wed., Nov. 28-30<sup>th</sup>. Dec. 1<sup>st</sup> we will start selling raffle tickets, the drawings for winners will be held on Sat., Dec. 10<sup>th</sup> at 3 PM. John will email everyone with a schedule of times for selling tickets so people can sign up to help sell them. Gretchen needs help following up on letter she sent out for wreath donations. So far she has 3 commitments. Mike and Rita said they would make calls for Gretchen to the businesses. The Valley Dispatch and

DATV need to be contacted Randy (?) said he would do this. John will get a flyer out for the Wreath Sale by Nov. 1<sup>st</sup>. He will also set up a schedule for selling raffle tickets and send it out by email for people to volunteer. People are needed 9-12, M-F and 5-7:30 M,T, & W, Dec. 1-9<sup>th</sup>.

Gretchen was unable to attend this meeting due to illness but has asked for help contacting businesses for wreath and basket donations. Mike and Christine volunteered to do it, John will send them the information when he gets it from Gretchen.

Discussed possibility of Friends donating money to buy gift cards and make up a basket of gift cards to raffle off.

**Spring Author Series:** Randy is still working on the possibility of having the author's do book signings.

#### **NEW BUSINESS:**

**Dracut Christmas Tree Lighting:** Randy asked when this was and whether it's something we should be involved in. No resolution noted.

**Library Foundation:** Kevin and Randy are resurrecting this organization. A meeting is being held Nov. 3<sup>rd</sup>.

**Friends List:** John has reviewed the Friends list and as of today we have 53 currently paid members. We agreed that he should drop the names of the others from the list of 81.

**Greater Lowell:** contacted us about Grant, need 990 Easy Form from the IRS to get this grant. Randy will investigate more, so we'll have the financials needed to apply for this grant.

Audited or unaudited budget- will need to look at next year.

**Grant:** Community Computer Lab- Partnership with Friends of the lib/Friends of Council on Aging, to do joint educational programming. Greater Lowell group was very interested in this project, just had to have the financials in place.

**Book by Book:** Two have been redeemed, when signing up for library cards. Sent info out to all the schools, so far only Lakeview principal, Mr. Fitzgerald is interested in participating.

**Book Sales:** Very good.

#### **NEW BUSINESS:**

**Children's Programming:** We had budgeted \$300.00, so far none spent. Penny advised us that she would be doing a Halloween Program with Steve Blunt at a cost of \$200.00.

**Movie Nights:**

First documentary had 4 people and a lot of extra popcorn.

First Children's had 25 people.

Oct. 20, Mike volunteered to help set up for "Inside Job" starring Matt Damon.

Family Movie Night suggestions made by Randy for the rest of the school year:

Jan. – Fantastic Mr. Fox

Feb. – Mr. Popper's Penguins

Mar. - Romano & Beezus

Apr. – Diary of a Wimpy Kid, Rodrick Rules

May – Jack & the Beanstalk

Randy will check into a couple of more options for the next meeting.

After these movies are selected Randy will put together advertising for the whole group as a package, like he did the fall programs. Leslie and Randy are still working on an adult documentaries package for the spring.

**Employment Support Workshops:** Randy said that the attendance to the workshops is sparse but that they have been videotaping them and will go on a program on cable TV to put them out there again. Rita made a motion, to reimburse Randy the \$30.00 fee to DATV to do this. Everyone agreed.

**Special Volunteer Recognition:** Randy asked if the Friends would give some money to recognize Children's Room volunteer Shantal Harvey, who did yeoman's job keeping the Children's Room going while Penny was out in July and August. The Trustee's are recognizing her at their next meeting. A motion was made and passed to offer \$100.00 to Shantal. Randy asked John if he could make the presentation, but John will be unavailable. Rita Laderoute offered to do it.

**Banner:** One of the grommets came loose. Randy said he would see if he can do anything with it, otherwise Cecilia will take it back to Doherty Sign.

**Next Meeting:** Mon., Nov. 21<sup>st</sup>.

**Money Handling:** Randy and Mike will meet and decide on a different money handling process for securing raffle money.

**Wreaths and Baskets:** Discussed securing them in the meeting room closet when room was used for movies. Also, need sign on any basket with liquor in it that the winner must be over 21.

**Meeting Adjourned:** 7:40.

Respectfully submitted,  
Cecilia Mancini