

**Friends of the Hooksett Library**  
**Monthly Meeting Minutes**  
**October 5, 2021**

In attendance: Deb Miville (President), Linda Bonetti (Secretary), Lena Rozzi (Treasurer), Tammy Hooker, Barbara Davis, Heather Rainier (Librarian)

The meeting was opened by Deb Miville at 6:02pm IN PERSON in the NH Room.

**Minutes:**

***Barbara Davis made a motion to approve the September 7, 2021 Minutes as written. Seconded by Deb Miville. All in favor, motion passed.***

**Financial Report:** Lena Rozzi

- September reviewed and discussed. \$77 income item should be "Ongoing Book Sale".

***Tammy Hooker made a motion to approve the August 2021 Treasurers Report as presented. Seconded by Barbara Davis. Discussion. All in favor, motion passed.***

- Lena is sending the NH Annual Report; Federal 990N postcard sent.
- Next Month Lena will work on Audit procedures; following month updating accounting practices.

***Barbara Davis made a motion to spend \$50 from a donation from Tyler Cornellier in Restricted Funds to purchase books on conscientious and self awareness. Heather will add a bookplate. Seconded by Deb Miville. Discussion. All in favor, motion passed.***

**Audit:** Barbara Davis

Completed and reviewed by Heather Rainier. Everything was complete and clear.

Recommendations: Checks should be signed by an authorized signer who is a member of the Board that is not the Treasurer; enable check imaging to enable reviewing the checks against Quick Books.

**Librarian's Report:**

- ARPA Grant from the Institute of Museum & Library Services. HPL received \$2600 based on population in Round 1. Purchased a Mini-maker space (craft/technology center), Lego table, 3D filament. 2<sup>nd</sup> Round is competitive: applied for "Amazon style" lockers for on portico \$15,800. Will find out December 1<sup>st</sup>.
- Library has several openings (4-5)
- Online book sales: Andy passed away, so we are using alternatives Better World Books (15% commission) and Baker & Taylor Sustainable Shelves (avg. 63c per book). Discards are scanned to each source. Good option for after Book Sale. Money being used to offset Library costs.

**Membership:**

"Give Back to Hooksett" event is planned for Tuesday, Dec 7<sup>th</sup> 6-8pm. Anticipate one large room downstairs.

- Responses from Corey's Closet, 2 Girl Scout Troops, Kiwanis, and Boy Scouts. Hope to have more.
- Deadline for organizations to sign up is October 18<sup>th</sup>...send to Deb Miville c/o HPL

- We should have signage at the Book Sale announcing it.

**Old Business:**

**Book Sale:** Barbara Davis

Sale set for Saturday, November 13th from 9am-2pm.

Set up tables Wednesday 11/10 after 12:30pm. Thursday set up books, etc. (Tammy will reach out to Boy Scouts – no school)

Children's books in hallway. Vicki sorting by age.

Heather has booked the rooms including time for scanning post sale on Monday-Tuesday.

No bake sale.

Same pricing except DVDs and CDs \$1 each. May announce reduction in prices 1-2pm.

Heather to forward Mark's Annual Booksale Procedures, Booksale Marketing info. Mark to start advertising: Save the Date.

Early Bird on Friday for teachers and volunteers. Library open Fridays until 5pm.

Barbara touching base with Mark and LeeAnn about signage, etc.

Potential to sell bags.

**Costume Swap:** Tammy Hooker

Tammy has organized in Junior Room.

**New Business:**

Deb Miville presented a sustainable garden program being done through the Jaffrey Library that we could begin to replicate. Heather recommended waiting until fully staffed.

Heather D. has asked that we help with the Truck or Treat behind Library on Saturday 10/23 3:30-5pm. Up to 20 cars decorated with treats or trinkets. Tammy sending an email. Friends give out popcorn.

Staff Lunch:

***Tammy Hooker made a motion to appropriate up to \$200 for a staff Thank You Luncheon to be coordinated by Heather Rainier. Seconded by Barbara Davis. All in favor, motion passed.***

**Adjourn:**

***Deb Miville made a motion to adjourn at 7:45pm. Seconded by Barbara Davis. All in favor, motion passed.***

**Next meeting to be held in the NH Room on Tuesday, November 2 at 6:00pm.**

Respectfully submitted,  
Linda Bonetti, Secretary