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Minutes - Friends of O'Fallon Public Library - September 28, 2004

The Sept 28, 2004 meeting of the Friends of the O'Fallon Public Library was called to order at 5:00 pm by President Harriet Baker.


President Baker dispersed with th reading of the Aug 10, 2004 meeting minutes. Nine members were present. (See attached attendance sheet).

President Baker briefly reviewed the book sale plans and activitives - as shown on attached Sept 28, 2004 meeting agenda.

Volunteer help for the book sale was discussed. Time assignments of workers was discussed.

Georgia Coco reported that a total of \$991.00 was received from books sold after the last year's book sale. Georgia also reported that thus far \$6000.00 ^{has been} ~~has~~ ^{with this fiscal year} been donated by this Friends group to the O'Fallon Public Library.

The meeting was adjourned at 5:25 pm.



RUTH HILL

Recording Secretary

3 Atch

1. Attendance sheet
2. Meeting agenda
3. Treasury report, 9/28/04

Friends of the Library

Attendance Sheet

Meeting - Sept 28, 2004

Ruth Hill
Janet Dunn
Dorothy Falk
Joan Redman
Mary Smith
Georgia Coco
Berlet Baker
Ann Sullivan
Dawn Stiker-Allan

(9)

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BOOKS SALE
Schedule

Thurs 4 pm
Fri 9-11 am
Sat 9-11 am
Oct 7
Oct 8
Oct 9

Sept 28, 2004

AGENDA
FRIENDS OF THE O'FALLON PUBLIC LIBRARY
QUARTERLY MEETING
TUESDAY, September 28, 2004

IS THERE A QUORUM PRESENT (6 MEMBERS) Number present?

"THE MEETING Will Come To Order."

CALL MEETING TO ORDER 5:00 P.M. (GAVEL rap one time)

NEW BUSINESS

- ✓ Flyers to be mailed to Libraries, book store etc. completed
- ✓ Shopping bags from Hart - Dennis G. ✓
- ✓ Pick up of tables at United Methodist Church on Saturday 2 at 10 A.M - have two trucks for Saturday and return on Monday October 11.
- ✓ Setting up of books, table etc. on Monday October 4th, 5th, 6th and A.M. on 7th Thursday October 7th - Preview Night - 4 P.M. till 8 P.M. - \$5.00 - list of members and stamps
- Friday - October 8th - 9 A.M. - 6 P.M.
- ✓ Saturday - October 9th - 9 A.M. - 2 P.M. - all books \$2.00 a bag
- Books to remain in conference room to sold at \$2,00 a bag
- Left over books?

Children's section - Georgia Coco - (workers)
Main section - Harriet Baker
Cashiers for Thurs., Friday and Saturday

- BOOK SORT list of subjects - sorts items and packs - keep tally of # boxes
- Set up & Clean Up - Community service groups - Scouts etc to move boxes, arrange tables - arrange items on tables - put up signs - at end of sale pack up left over.
- Tables - Arrange for use, pick up and take to Library - return to source

Pick up on Saturday October 2 - at 10:00 a.m.

Return on Monday time to be scheduled.

PUBLICITY:

1. PRESS RELEASE LOOKING FOR DONATIONS - stopped
2. MONTH before - flyers and posters designed. - Distributed

Attach 2

Sept 28, 2004

FRIENDS OF THE O'FALLON PUBLIC LIBRARY - 9/28/04

Balance as of 8/10/04 \$847.81

Credits:

Book Sales 148.85

Magnet Sales 31.35

Dues 28.00

208.20

Debits:

O'Fallon Public Library 500.00

Magnet Street 199.00

699.00

Balance as of 9/28/04 \$ ~~348.01~~
357.01

Submitted by Georgia L. Coco
Georgia L. Coco
Treasurer

Note: In-house book sales - \$991.95

O'Fallon Library total this year is \$6000.00

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