

Friends of the Chelsea District Library  
Board Meeting Minutes  
April 8, 2025

- (1) The meeting was called to order at 5:00 by Dayle Wright, president
- (2) Roll call: in attendance were Dayle Wright, Nancy Whitelaw, Lisa Climer, Nancy Neff, Terri Bollinger, Sudha Myers, Jan Carr, Megan McCall, Library Director Lori Coryell.
- (3) Public comment-none
- (4) Nancy W. moved that the agenda for today's meeting be approved, Megan seconded, motion passed unanimously.
- (5) Minutes of the Feb. 11, 2025, and March 11, 2025 meeting were reviewed and minor corrections made. Sudha moved that the minutes as amended be approved, Jan seconded. The motion passed.
- (6) Director's report- see attached. Lori also communicated that the Friend's Google Ad grant has been approved. The new study rooms/pods will have a graphic wrap put on them and engraving of the Friend's logo on the glass will be scheduled. Lori answered questions about how decreases in federal monies will impact the library. The academic library sharing system MELCAT will be negatively impacted. Otherwise there will be minimal impact to CDL.
- (7) Chair reports
  - Megan– Secretary
    - circulated form for recording of volunteer hours was
  - Lisa- Communications
    - Communications activity
    - Is working with Virginia on the website and it hopefully will be operational soon
  - Nancy - Treasurer
    - to Summarize Finances for Mar 2025
    - Year Expended – 25% Year Expended
    - Checking Account Balance as of 02/28/25 - \$8,962.49
    - 2025 Income Budget Total - \$23,835
  
    - Income for Mar 2025
    - Used Book Sale - \$950.00
    - Friendly Book Cart - \$376.00
    - Brandon Books - \$142.71

Serendipity Books - \$100.00  
Membership - \$421.14 - 2 New Memberships, 8 renewals  
Donations - \$3.89  
Interest Earned - \$31.31  
Total Mar 2025 Income - \$1,925.05  
YTD Income for 2025 received- \$7,056.58 of \$23,835.00 (29.61% of budget)

Expenses for Mar 2025  
Refreshments 43.98 Chocolate  
Book Sale Supplies - \$3.26 – Dots  
Designated Donations \$575.00  
Wish List Q1-2025 - \$6,000.00 – includes Purple Rose, Staff Gift Certs, Exhibits,  
Authors in Chelsea  
Total Expenses for Mar 2025 -\$6,622.24  
YTD Expenses for 2025 spent - \$11,949.83 of \$29,410.00 (40.63% of budget)

Ending Checking Balance as of 03/31/25 - \$4,233.99  
Circulation Desk - \$70.00  
Business Savings Account - \$16,414.44  
Total Cash on Hand 03/31/25 - \$20,718.43

Submitted 990 Postcard for 2024 Federal Non-profit tax status  
Paid Q1-2025 Michigan Sales Tax - \$214.90

- Sudha-Membership Chair
  - Global mailing list - 377 contacts
  - Email list – 294 contacts
  - Snail mail - 7 contacts
  - Paid memberships - 84
  - Members with birthday vouchers – 19
  - 1 renewal notice mailed
  - 2 birthday vouchers mailed
  - 3 membership renewal thank you sent
  - 1 new member email sent
  - Working on trying to find a way to automate reminders for renewals.
  - Is now listing spouses as a separate member (can be under one membership payment)
- Terri- Hospitality
  - Updates on plans for Staff Appreciation Luncheon-Thursdays 4/10/25, noon
- Jan-UBS Chair
  - UBS update, have increased submissions to Brandon's book reseller, should see increased revenue.
  - Ramp in the basement needs to be repainted.

- Nancy W-President Elect
- Dayle-President
  - Discussion of communication policy. Lori will share the library's policy for public participation in their board meetings which might be helpful.
  - Work plan is in progress

(8) Old business

- By-laws review will be done-Nancy W, Jan, Dayle. Megan to send them a copy of the updated by-laws.
- Discussed plans for supplying Mobee with books Detroit Book Festival for Eastern Market Sunday 7/20, 10-4. After July UBS, collect old books first.

(9) New Business

- Discussed challenges that libraries under current Trump Administration are facing, for example, removal of 381 books from library of a military academy. Lori assured the board there are robust procedures and safeguards in place to protect the library's freedom to provide the services they deem appropriate.
- Documentation of cash flow procedure was distributed-please review and we will discuss next month

(10) Other

- FOML annual meeting, Fri., 4/11, 9:30 AM-3 PM- Dayle and Jan will attend
- Marilyn Kuehl is scheduling a rain date for the Used Purse and Jewelry Sale of Thurs., June 19 (June 12 is the original date). Collection is March 30-May 3. Dayle will contact Marilyn regarding getting the word out. Lisa offered to assist with this.

(11) Adjournment: Jan made a motion to adjourn the meeting, Nancy W. seconded, motion carried unanimously. Meeting adjourned at 6:10.

Minutes recorded by Megan McCall, Secretary