

Friends of the Dorothy Alling Memorial Library

December 3, 2024

Meeting called to order at 1:04pm

Present: Jane Kearns, Bonnie Lord, Cindy Ody-Ortego, Gerry Ortego, Barbara Mieder, Ann Park, Shannon Hiltner, Esther Perelman, Joanne Arsenault, and Faith Leach

Minutes from October 7th corrected from 2040 to 2024.

Correspondence: solicitation from the Vermont Foodbank, Thank You from Jane Kearns

Treasurer's report: checking account - \$27,804.45 CD - \$30,035.28.

Librarian's report:

FODAML Updates JK 12/3/2024

- Director Transition. Bonnie Lord will be serving as Interim Director once Jane retires on Dec. 20. The search for a new Director will start in January. Plans for the transition are underway.

- Jane shared Strategic Plan 2024-2027 (available at damlvt.org), which staff, Library Trustees, and other stakeholders have been working on since last spring. The plan will guide the Library in decision-making in the coming years, and support our vision that "Together we will create a sustainable library that meets the needs of the growing community and where all are empowered to thrive."

Thank-you Friends for supporting us in our vision!

- Schematic Design Process

The Schematic Design Advisory committee meets on Thursday and will be finalizing the site layout and interior plans for the Library renovation and expansion. Once finalized, estimating will be done to come up with a cost, which will be presented to Library Trustees and Selectboard to determine next steps, likely in January.

- Capital Campaign Feasibility Study

The internal assessment is complete and CPG, the consulting firm has shared a summary of findings. The study will need a schematic drawing and cost estimate in order to move to the next phase of interviewing in April 2025.

Two of the recommendations from their assessment to complete in 2025 are:

1. Conduct a simple annual fundraising campaign (not part of the capital campaign)

with a mailing in the winter or spring of 2025, and repeating an appeal annually at the end of every calendar year. This will help establish relationships.

2. Select and begin to use a donor database for recordkeeping and online donations.

- Setting up soon would enable donations to the Library to go directly to the Friends online. Could also be used at book sale and make it easier to donate to the Friends.

Jane requested that Friends fund Little Green Light, a donor database (littlegreenlight.com), annually which the Friends would own but the Library would setup and manage. Online deposits would go to the Friends account.

- Bylaws

Friends bylaws are available at : <https://www.damlvt.org/images/stories/fbylaws.pdf>.un. See sample Friends bylaws: and Sample Articles of Agreement between Friends and Trustees on the VTLIB Friends page: <https://libraries.vermont.gov/node/11062>

The Friends voted to fund Little Green Light – the donor database. Bonnie and Jane will work getting this established.

Officer election: The following slate was elected:

President – Joanne Arsenault

Vice-President – Esther Perelman

Secretary/Treasurer – Ann Park

Trustee Liaison – Barbara Mieder

The Friends have access to our Bylaws and to samples of other Friends Bylaws. We will discuss revising ours at our next meeting.

April event – Bonnie is working on a program and will let us know when she has made arrangements. The Gingerbread Decorating party is this weekend and will accommodate about 80 builders. There is no age limit on participation.

Jane shared the new stamp which will go into books that the Friends purchase for library activities. It reads:

This book is a gift from The Friends of the Library.

Two Trustees: Diane Downer and Karla Karstons sang a song of appreciation to the Friends and gave us a box of Snowflake chocolates – Thank you!!!

There was a question about donating 10% of the book sale profits to a nonprofit, but we agreed that we held off making a donation due to the potential library expansion/renovation.

Meeting adjourned at 2:05.

Next meeting: March 10, 2025.