

# FRIENDS OF THE STONEHAM LIBRARY

## MEETING AGENDA



Location:	Java Grind Restaurant
Date:	September 2, 2023
Time:	11:00am – 2:30pm
Meeting Organizers:	Caroline Read – President Lindsay Laughlin – Vice President Allison Lane – Secretary - Elect Kim Mayers Jacobs – Treasurer - Elect

### Meeting Minutes for Saturday September 2nd, 2023:

1. 11:02 Call to Order. In attendance, Caroline and Lindsay (voting) and Allison and Kim (non-voting)
2. Approval of new By-Laws
  - a. Motion to approve: Caroline; seconded: Lindsay. Unanimous.
3. Approval of Costs for Google Workspace
  - a. Motion to approve: Caroline; seconded: Lindsay. Unanimous.
4. Approval of costs for Square Space
  - a. Motion to approve: Caroline; seconded: Lindsay. Unanimous.
5. Approval of reimbursement Costs for company setup fees
  - a. Motion to approve: Caroline; seconded: Lindsay. Unanimous.
6. Kim Mayers Jacobs introduced herself. Her and her family moved here recently from South Carolina as she took a new role at Lahey Hospital as a Physician Assistant. She is excited to get involved with the Friends.
7. Lindsay did an overview of the findings from the financial and membership files and all agreed it was good to have a decent membership count to start with. Lindsay, Caroline and Allison would start to assemble an email newsletter.
8. Allison showed everyone the draft logos she has started on Canva and colors and format were discussed at length. The group landed on a logo with a building and book version and a few color and black and white versions. This logo will be used on all marketing going forward.

9. Lindsay explained that we would need to move the bank account from Salem Five to Stoneham Bank to get a clean start. The Salem Five account was opened with incorrect credentials and Stoneham Bank offers more services.
10. Caroline outlined the new model for the Membership. The Friends would now consider anyone that donates, volunteers or does anything to help the Friends as a 'member'. Members only have voting privilege at annual meeting for elections but if they want to vote on regular business at monthly Board Meetings, they need to request and be appointed by President in Director role. This would be announced in an upcoming newsletter to all the current Friends members.
11. Next Meeting: 10/14/23 at 11am
12. Adjournment 2:35pm
  - a. Motion to approve: Caroline; seconded: Lindsay