



Dear Friends of Scarborough Library,

Our Annual Meeting will be held on Sunday, November 5, from 2-4 in the Meeting Room of the Library. This is a members' only meeting, please do not bring a guest.

### **Agenda for Annual Meeting**

Welcome- Introduction of Board Members, Trustee presentation  
Review of Committee Reports  
Financial Review  
Recognition of outgoing Board Members  
Election of Officers:

President, Sue Helms  
Vice President, open  
Secretary, MacKenzie Crouse  
Treasurer, Claire Clark

Close Business meeting

Introduction of presenter: Dr. **Arthur** Anderson, professor of Archeology, University of New England currently digging at a site virtually on the UNE campus! He will bring slides to share.

Adjournment

2017 Annual Committee Reports follow on pages 2 – 4.



From the President:

October 2017

Friends of Scarborough Library had a very successful year. Thanks to our many book donors and volunteers we had another wonderful Book Sale at the SHS. Volunteers from the Sophomore class at SHS worked setting up and closing down the Sale. The FOSL Board voted to donate \$300. to their treasury. Mr. MacCormack, their advisor, and all of the student volunteers did an amazing job. The Book Sale grossed \$10,319.04, the highest amount ever!

We continued to make a \$4000 donation to the Library to be used in any way they wish, funding the Summer Reading Program and part of the movie licenses as well as the Book Page publication. The Friends also funds passes to the Portland Museum of Art, the Children's Museum, the Maine Wildlife Park and the State Parks pass. These passes are well used by Library patrons.

Following are the annual reports from the chairs of the standing committees as well as the current financial report from our Treasurer, Anne Janak. Committee chairs will be happy to answer any questions you may have at the Annual Meeting.

We hope to see you there,  
Sue Helms, President

### **Program Committee Report 2016-2017**

The Board decided that for the 2016-2017 membership year that Friends would work with the Library on programs rather than sponsoring any of our own. Although the Children's Program in the Spring was a wonderful magician, it was not well attended. After discussing the many conflicting activities in the Spring, the Board decided to try for a Fall Children's Program for 2017-2018 year. So, we will be sponsoring a Maine storyteller, Odds Bodkin, on Nov. 4<sup>th</sup>. The Board will report at the Annual Meeting how that went.

### **Book Sale 2017 Annual Report**

With the annual Book Sale moved to the Scarborough High School we continue to receive many, many positive comments about the venue. This move would not have been possible without the support and wonderful cooperation of the School Department, especially Todd Jepson, Maintenance Director and David Creech, High School Principal and the Public Works Department, especially Mike Shaw, Director and all of the men who transported the books over to the High School. Once again, the unsold items were donated to non-profit organizations and Goodwill, who cordially picked them up for us. The

Library Teen Advisory Board again this year held a Bake Sale on Friday at the Book Sale. Many people stopped for treats as they were exiting. Thanks to those students, working with them was a pleasure.

**Archives Committee**

The purpose of this committee is to organize all of the materials which FOSL has collected. There were many items. We have made some headway and it is now easier to locate a certain piece. There is also more work to be done as we add more to the collection every year. This fall I will be leaving the Board as my second term is up. If you have an interest in FOSL, have a little time and enjoy organizing “stuff” then please consider being a part of this archives project. It would be my pleasure to show you the what, where and how of what we have been working on these last few years.

*Patti Marquis, Chairperson*

**Membership Report**

Final report- membership year ending August 31<sup>st</sup>.

		<b>Member Dues</b>		
Individual	73	Dues		\$2,225.
Family	50	Donations		\$1,370.
Business	1	<b>Total</b>		<b>\$3,595.</b>
Total	124			

Although our overall membership continues to decrease, it is encouraging that every year we have a number of new members. This year of the total 25 are new members.

*Karen Lavigne, Chairperson*

**Website Committee Report:**

The 2016-2017 year begins the 2nd year period for our BlueHost web host which runs for 3 years through October 2019. The website name is <http://Scarboroughlibraryfriends.org>. Statistics have been run from the website to determine how many visitors our website has had this past year. A copy of that report is available upon request. The website designer is Susan Winch and she has spent the past year continuing to update and refresh our look. She also is the person who sends out all of our Eblasts which you receive whenever there is a member announcement. This year, she set up an internal email list for the board to use for communicating with each other about board matters. Her expertise has given us the ability to understand better what Bluehost offers to us for services and we are refining the way that we use it continually. Since Susan is the only employee of the Friends of the Scarborough library, our budgeted line items are in support of her efforts. We would especially like to thank her for keeping us informed and recommending the best way for us to make the public aware of our efforts for the library.

**Publicity Committee Report:**

The Publicity Committee is responsible for gathering information from the other board committee people who would like items to be broadcasted to the community at large. This occurs through our Friends of the Scarborough Library website, the Scarborough Library website, newsprint, television, local events calendars and Footnotes. The major focus for this year's publicity was surrounding the Adult Program Series, the Annual Membership Meeting and the 2016 Book Sale. The committee

consists just of the Chairperson. Nothing is budgeted for this committee since most of the work is done through emails, except for ads for the Book Sale which is part of that committees budgeted line items. There were no Friends Adult Programs this year so this was a light publicity year comparatively.  
*Janice Paul, Publicity/Website Chair*

**ANNUAL TREASURER’S REPORT  
 SCARBOROUGH FRIENDS OF THE LIBRARY  
 JULY 1, 2016 TO OCTOBER 1, 2017**

**Current Checking Account with Saco & Biddeford Savings Bank-9/30/2017- \$18,205.14**

Friends of Scarborough Library had both checking and savings accounts with TD Bank. **TD Bank Savings Account** had a savings account with a balance of \$5,147.50 on 6/07/2017. That balance was transferred to the **TD Bank Checking Account** on 6/07/2017.

**Transfer to Saco & Biddeford Savings Bank -**

The Friends deposited book sale money and book sale memberships to **S&B Savings Bank** beginning 6/6/2017

It was determined that all checks had been processed at **TD Bank** and all accounts were closed. The **TD Bank** checking account was closed on 7/10/2017 because of fees for a monthly written report of bank balances and activity. The Friends of Scarborough Library wanted to have all accounts at a single bank.

**CD’s with Saco & Biddeford Savings:**

\$35,000.00 Earning 1.550 % interest - matures - 1/23/2019	\$37,059.08
\$10,045.10 Matured 10/20/2015	
Deposited 10/20/2015 earning 1.9 % -matures 10/20/2020	\$10,424.07
\$ 5,000.00 Deposited 6/06/2017 earning 1.9 %-matures 6/06/2021	\$ 5,030.20
<b>Total in Saco &amp; Biddeford Savings Bank CD Accounts</b>	<b>\$52,513.35</b>

Annual Book Sale was held at the high school for the second year which saved considerable expense.

<b>Book Sale</b>	Income in 2017 = \$10, 319.04 deposited into Saco & Biddeford Savings Bank.
	Expense in 2017 \$ 1,488.50
	Net Income \$ 8,830.54

**Total of All Accounts at S & B Savings Bank \$ 70,718.49**

Anne Janak, Treasurer  
 October 12, 2017