



Agenda for the Board of Directors Meeting
Soldotna Library Friends
April 10, 2024 at 10:15 am

- 1) Call to order
- 2) Approval of Agenda (Packet A)
- 3) Approval of minutes
 - March 13, 2024 Monthly Meeting
(Minutes were emailed to all board members and are on our website)
- 4) Treasurer's Report: Pam
 - Treasurer's Report (Packet B)
 - Budget vs Actual (Packet C)
- 5) Book Sales: Vicki
 - March Book Sale Report
 - Statistics on number of patrons shopping between 5-6 pm, and discussion about changing book sale hours. Current hours are 2-6 pm. Proposed hours are 2-5 pm. (Packet E)
 - Book Sale Survey Results: Barbara (Packet D)
- 6) Librarian's Report: Rachel
 - 10-Year Anniversary Party on Monday April 29 from 3-5 pm
 - How have funds designated for Banned Books been utilized.
- 7) Old Business
 - Attorney review of Articles of Incorporation and Bylaws: Pam
 - Procedure/Policy for using small project fund.
 - Memorial Donations/Legacy Donations.
 - Bulletin Board Volunteer status.
- 8) New Business:
 - Domain Name Registration: Barbara
 - Progress Days Discussion - Saturday July 27
- 9) President's Report: Mary Lou

Reminders:

- April 15, 2024 - Library Advisory Board meeting at 5:15 pm
- April 25, 2024 - Next Book Sale from 2 to 6 pm
- April 29, 20224 - 10-Year Anniversary Party from 3-5 pm
- May 8, 2024 - Next board meeting at 10:15 am

Known Absences:

- Joan will miss April 10 and May 8 board meetings
- Barbara will be gone April 20 to May 10, missing May 8 board meeting

Packet Includes:

- A – Agenda
- B – Treasurer's Report
- C - Budget vs Actual
- D - Book Sale Survey Results

Treasurer's Report

Soldotna Library Friends

Date -March 31, 2024

Bank Balance, beginning of month		\$ 48,530.20
Revenue		
Book Sales	\$1,340.70	
Book Shelf	74.50	
Donations	93.25	
Art Sales		
Bake Sales		
Donations - Pick Click Give		
Special Donations	0.00	
Memberships	<u>165.00</u>	
Total Revenue	<u>1,673.45</u>	
Expenses		
Library Programs		
Fundraising		
Domain fee	18.17	
Bank Charges and Fees	9.56	
Dues & Subscriptions		
Stamps		
Signs		
Office Equipment and Supplies		
Printing		
Soldotna Chamber Ad		
Licenses (St of AK fee)		
Pick Click Give	257.75	
P.O. Box rental		
Wild Apricot		
Til		
Total Expenses	<u>285.48</u>	
Total Revenue in Excess of/(Less Than) Expenses		<u>\$1,387.97</u>
Bank Balance End of month		<u>\$49,918.17</u>
Til Balance (Book Sale)		<u>112.00</u>
Total Cash		<u>\$50,030.17</u>

Soldotna Library Friends

2024 Budget to Actual Report

Expenses	2024		January	February	March	2024 YTD	Over/under Budget
	Budget	2023					
Office equipment and Supplies	500	\$841.18				\$0.00	\$500.00
Printing	200					0.00	200.00
PO Box Rental	300	294.00				0.00	300.00
Postage	100	66.00				0.00	100.00
Memberships							0.00
United for Libraries & AK Library Assoc	200					0.00	200.00
Chamber of Commerce	200	200.00				0.00	200.00
Wild Apricot Membership Software	810	810.00				0.00	810.00
State Licensing and Fees	200	65.00				0.00	200.00
Credit Card Merchant and bank fees	150	150.03	16.45	1.00	9.56	27.01	122.99
Appreciation Events							0.00
Annual Membership Meeting	100					0.00	100.00
Volunteer Luncheon	350		8.00			8.00	350.00
Til							-8.00
Marketing & Promotion							0.00
Fundraiser Supplies	200					0.00	200.00
Domain Name Renewal	40	17.17			18.17	18.17	21.83
Facebook Boost	200	133.86				0.00	200.00
Outreach Flyers and Posters and Signs	200	369.62				0.00	200.00
Soldotna Chamber Ad	775	775.00				0.00	775.00
Professional fees (web design/attorney)	1000						1,000.00
Patron Perks (Direct Purchased: USBs, earbuds, etc.)	100	42.35				0.00	100.00
Pick, Click, Give	350	512.34			257.75	257.75	92.25
Subtotal Expenses	\$5,975.00	\$4,276.55	\$24.45	\$1.00	\$285.48	\$310.93	\$5,664.07

2024

2024 Over/under



Expenses	Budget	2023	January	February	March	YTD	Budget
Grant Distributions							
Early Literacy/literacy Programs							
1000 Books Before Kindergarten	1000	1,000.00				\$0.00	\$0.00
Summer Reading Program	1400	1,400.00				0.00	1,000.00
Small project fund (story walk)	2000	200.00		105.05		105.05	1,400.00
STEM	2000					0.00	1,894.95
Special Performers/presenters	1000					0.00	2,000.00
Other Library Programs						0.00	1,000.00
Sewing Program		896.74				0.00	0.00
Seed Program		430.00				0.00	0.00
Designated Gifts		500.00				0.00	0.00
Subtotal Distributions	\$7,400.00	\$4,426.74	\$0.00	\$105.05	\$0.00	\$105.05	\$7,294.95
Revenue							
Memberships	1000	\$1,150.00			\$165.00	\$165.00	\$835.00
Book Sales	8000	9,074.72	1,334.73	1,208.05	1,415.20	3,957.98	4,042.02
Donations	1000	1,176.77	3,411.66	26.50	93.25	3,531.41	-2,531.41
Designated Gifts		500.00		500.00		500.00	-500.00
Pick, Click, Give Donations	2000	3,637.00				0.00	2,000.00
Fundraisers						0.00	0.00
Progress Days (Bake Sale)	500	590.25				0.00	500.00
Winter Fundraiser (Bake and Art Sale)	2500	2,519.96				0.00	2,500.00
Subtotal Revenue	\$15,000.00	\$18,648.70	\$4,746.39	\$4,734.55	\$1,673.45	\$8,154.39	\$6,845.61
Total Expenses and Distributions							
Cash Revenue Over/Under Expenses	\$13,375.00	\$8,703.29	\$24.45	\$106.05	\$285.48	\$415.98	\$12,959.02
Cash beginning of month/year	1,625.00	9,945.41	4,721.94	1,628.50	1,387.97	7,738.41	(\$6,113.41)
Cash in Bank		32,234.35	42,179.76	46,901.70	48,530.20	42,179.76	
Til		42,179.76	46,901.70	48,530.20	49,918.17	49,918.17	
		120.00	112.00	112.00	112.00	112.00	
Cash End of Month/year		\$42,299.76	\$47,013.70	\$48,642.20	\$50,030.17	\$50,030.17	

Soldotna Library Friends - Book Sale Survey done on March 28, 2024

A survey was conducted at our March 28, 2024 book sale to find out how people heard about the book sale and how many books were purchased. This should help us direct our advertising efforts and will also give us a good idea as to how many books we are recycling back into the community.

Total groups of shoppers interviewed:	115
First time shopper:	16
Returning shopper:	99

How did they know about today's book sale:	
Banner outside of library	31%
Social Media (Facebook/Instagram)	13%
Routinely come to library on Thursdays	9%
Word of mouth	9%
Flyer for book sale	8%
Flyer of annual calendar of book sales	8%
Signage inside of library	7%
Received an email reminder	5%
Teacher at school (Montessori)	5%
"My wife reminded me"	3%
Poster at River City Books	< 1%
Radio	< 1%
Newspaper	< 1%

Items sold:	
Books	700
CD's and Audio Books	21
Puzzles	11
Greeting Cards	10
Art	2

Soldotna Library Friends
Board Meeting 4-10-2024

E

Statistics on number of patrons shopping between
5-6 pm.

YEAR	5-6 PM	2-5 PM
2024		
Jan.	14 people	141 people
Feb.	28 people	101 people
Mar	18 people	149 people
2023		
Jan	10 people	79 people
Feb	12 people	90 people
Marc	14 people	79 people
April	13 people	100 people
May	Cancelled	
June		
July	PROGRESS DAYS	
Aug	NO SALE (Normal month off)	
Sept.	12 people	98 people
Oct.	18 people	94 people
Nov. /Dec	CHRISTMAS ART / BOOK SALE	

2022

Feb.	11 people	79 people
April	17 people	83 people
May	18 people	45 people
June	4 people	97 people
July	PROGRESS DAYS	
Aug.	NO SALE	
Sept.	13	126 people
Oct.	11 people	84 people
Nov/Dec	CHRISTMAS SALE	