

**Friends of the Clapp Memorial Library Monthly Meeting— March 12, 2020**

A meeting of the Friends of Clapp Memorial Library (FCML) was called to order 6:35 pm by Paul Geoffroy. Members signed in on an attendance sheet which will be attached to the official copy of the minutes.

1. Treasurer’s Report was presented by Brian Mailhot, Treasurer.
2. Meeting Minutes: A motion was made to accept the February 2020 meeting minutes. Seconded and approved.
3. Old Business:
4. Florence Saving Bank Customer’s Choice Community Grant. Brian and Mauri attended award ceremony. $1202.00 award granted to FCML. Consider having voting available at book sales in the future. Voting slips are available from Florence Savings Bank.
5. Officer photo scheduled for April meeting. Put photo on website and Facebook.
6. New sign is installed in front of library.
7. New Business
8. Book Sale has been postponed. Decision was made in a meeting today with Belchertown Board of Health. No more book donations will be taken until further notice. We will advertise when a new date is available. Post this information in Sentinel and on Facebook and website.
9. FCML will review and vote on an annual basis (or as needed based on incoming funds raised) the available amount of funds to transfer to the Trustees.
10. Trustees will have the responsibility and authority to allocate these funds as they see fit for the benefit and support of the library and its mission.
11. FCML Financials. As we are a nonprofit, we need to keep our account balances low.
12. A motion was made to transfer funds in the two CDs as they mature (Florence Saving Bank currently at $20, 975.50; North Brookfield Bank currently at $20,860.63; and the ownership in the Community Foundation account currently at $79,606.00.) over to the trustees of the Clapp Memorial Library under the direction of the treasurer of the Friends. Funds would be transferred to the Trustees of the Clapp Memorial Library to be used for the Clapp Memorial Library. Seconded and approved.
13. Discussion on how to handle funds in the future included:
* FCML will keep a checking account balance for regular expenses.
* FCML will decide on the transfer of funds twice a year.
* Trustees will allocate funds directly to the library and to a Capital Improvement Fund.

Discussion tabled and will be readdressed at upcoming meeting.

1. Newsletter: Postpone the newsletter to correspond with the new date of the booksale.

Meeting adjourned at 7:30 pm.

Minutes respectfully submitted by Martha DuroShea, Recording Secretary.

Next monthly meeting tentatively scheduled for Thursday, April 19, 2020 at 6:30