

Friends of Marcellus Free Library, Inc.

Special Board Meeting October 18, 2019

Board members present: Michele Merwarth, Diane Hausch, Vicki Finkle, Susan Spencer, Audrey Kearney, Nancy Scanlon.

Board Members absent: Cynthia Olmstead, Gloria Weeks.

President Merwarth called the meeting to order at 9:07AM.

BUSINESS:

Michele read the letter of resignation from Corresponding Secretary Cynthia Olmstead, asked for suggestions for the next person in that office.

A review of the job description will be done.

Job includes: maintaining membership list and volunteer list.

Sending out membership letter and meeting program in August.

Diane will put brochures, membership forms and meeting programs in the Library.

Michele will send out monthly meeting data.

Database - Michele will meet with Cynthia. Database will be put on a flash drive.

Discussion of having a Data Manager.

Susan reported that Quicken costs- \$100.00 per year - bring up at the October meeting. Check with Jake about purchasing laptop.

Motion to purchase 5 flash drives for Board members was made and passed.

Being no further business, the meeting was adjourned at 11:00AM.

Respectfully submitted,

Nancy Scanlon, Recording Secretary