**Friends of the Crystal Lake Library**

**Zoom Meeting Minutes January 24, 2021**

**Present: Gayle Haefele, Claudine Kerber, Karen Migaldi, Holly Hawes, Julie Gibson**

Meeting called to order by Claudine at 7:05 pm

**Minutes:** Minutes of November meeting were approved.

**Officer Reports:**

**President**:

* Raised question about election of officers. We will check the bylaws to see what the requirements are for 2022 elections.
* Claudine collected a box of books by a donor.
* Our next fund raiser is at Freddy’s on February 15. They will give us 15% of revenue from those showing the flyer OR mentioning the Friends of the Library. Holly will run the flyer and Karen will post and make available in the library.
* Looking ahead to April – it was decided to wait on contacting Culvers and Chick-fil-A (currently the restaurant is not open for dine in).

**VP: (unfilled position)**

**Treasurer:**

* End of Year Bank Balance - $5,553
  + PayPal (as of 12/31/21) - $319.30

**For the Fiscal Year:**

Revenue - $1,514

Expenses - $3,432

Total Income - $-1,918

**Notes about end of year financials:**

**REVENUE ($1,514):**

* Largest revenue for the year came from the mum sale ($855 or 56% of total revenue)
* Membership - $160 or 11%
* Dine Out Nights - $299 or 20%
* Donations - $200 or 13%

**EXPENSES ($3,432):**

* Largest expense was the $3,000 donation to the library for the vending machine (87% of total expense)
* If you take out the expense of the donation, our total expenses were $432.

**Federal/State Filing Notes:**

- IL Sales Tax - ST-1 Form submitted for review 1/24/22 (Annual Form)

  - IRS 990 N submitted for review 1/24/22

\*Claudine will be signing the AG Annual Report in the next week

**Other Notes:**

 - Anticipated expenses for FY22

 - Chair repair - $700

 - Summer Reading - $1,000

**Remaining anticipated balance - $3,853** *(Preferred Min Bank Balance - $2,500)*

**Secretary-** none

**Library Report from Karen:** Statistics on use the use of e-books and audio books during the limited open time of the library was reported. A new program is starting up in February: Library Lovers Expedition – exploring eleven area libraries. Register through Youth Services. Water pipe issues have been partially resolved, anticipate further work will need to be done.

**Next meeting: Monday, March 21, 2022 - 7 pm**