

# Friends of the Galway Public Library

## Meeting Minutes

**Date:** April 21, 2026

**Time:** 7:00 PM (called to order at 7:04 PM)

**Location:** Galway Public Library

**Chair:** Jen Baxter

### 1. Call to Order

---

The meeting was called to order at 7:04 PM by Chair Jen Baxter.

**Members Present:** Donna Zelanko, Jen Baxter, Jen Evans, Joan Slagle, Melissa Jones, Nanci Wilson

**Members Absent:** Sharyn Kalinkewicz

**Quorum:** Present

The agenda was distributed prior to the meeting. The following items were proposed for addition:

- Discussion of email regarding donation to the Arbor Day Foundation
- Book covers to sell during the Book Sale

The agenda was adopted without objection.

### 2. Approval of Minutes

---

The minutes of the previous meeting (dated April 21, 2026) were distributed.

**Corrections:** None

The minutes were approved as presented.

### 3. Reports of Officers and Standing Committees

---

#### Treasurer's Report

No corrections reported.

#### Library Board Liaison Report (Joan)

*No report recorded in minutes.*

### 4. Reports of Special Committees (Ad Hoc)

---

*No special committee reports.*

### 5. Unfinished Business and General Orders

---

### **a. Book Sale (May 9)**

**Motion:** To hold a book sale on May 9 from 9:00 AM–1:00 PM, with the Treasurer withdrawing \$50.00 for change.

**Vote:** 6 in favor | 0 opposed

**Result:** Adopted

### **b. Revival of Brick Sale**

Motion to hold a brick sale similar to 2019 through Polar Engraving (Naples, FL), with the following pricing:

- 4x8 brick: \$50 + \$10
- 8x8 brick: \$150 + \$10

**Vote:** 6 in favor | 0 opposed

**Result:** Adopted

### **c. Quilting Workshop (250th Anniversary Project)**

**Discussion led by:** Jen Evans

**Motion:** To fund a quilting workshop project, with Friends contributing up to \$175.00.

**Seconded by:** Joan Slagle

**Vote:** 6 in favor | 0 opposed

**Result:** Adopted

## **6. New Business**

---

### **a. Annual Newsletter**

**Discussion led by:** Jen Evans (format: mail/digital)

**Motion:** To distribute a yearly newsletter and dues reminder via [mail/digital — format TBD] at an estimated cost of \$[TBD].

**Seconded by:** Donna Zelanko

**Vote:** 6 in favor | 0 opposed

**Result:** Adopted

### **b. Online Dues Collection (Cheddar Up)**

**Motion:** To use Cheddar Up for credit card dues collection.

**Seconded by:** [not recorded]

**Vote:** [not recorded] in favor | [not recorded] opposed

**Result:** [not recorded — vote not completed in minutes]

### **c. Book Covers Fundraiser**

**Discussion led by:** Nanci Wilson

**Motion:** To sell handmade book covers at \$8.00 each, with proceeds benefiting the organization.

**Seconded by:** Jen Evans

**Vote:** 6 in favor | 0 opposed

**Result:** Adopted

#### **d. Letter from Board of Trustees**

The letter was read aloud.

#### **Memorial Donation Discussion**

The Board reviewed a recent donation made by the Friends to an external nonprofit organization in memory of an individual. It was noted that this expenditure does not clearly align with the Friends' stated guidelines for the use of funds, which are intended to support the programs, materials, and services of the Galway Public Library.

The Board acknowledged the donation was made in good faith as a memorial gesture. After discussion, the Board agreed that greater clarity is needed regarding memorial contributions and expenditures outside the direct support of the library.

The Board further agreed that future requests for memorial donations or similar expenditures will be reviewed in accordance with established guidelines and the organization's mission. The Board may consider revisions to current policies to clarify allowable memorial recognitions.

**Action taken:** No further action taken at this time.

### **7. Announcements**

---

*No announcements recorded.*

### **8. Adjournment**

---

A motion to adjourn was made by [name not recorded] and seconded by [name not recorded].

**Meeting adjourned at:** [time not recorded]

Submitted by: Melissa C. Jones (Secretary)

Approved by: \_\_\_\_\_

Date Approved: \_\_\_\_\_