

Friends of the Tewksbury Public Library

November Board Meeting Minutes

November 5, 2025

Attendees: Lauren Chappell, Diane Giarrusso, Janis Giles, Doret Pool, Mary Ann Taylor, Joanne Toppin, Maureen Castiglione, Chris Castiglione

Meeting Called to Order at 7:02 PM

Acceptance of Minutes: Janis moved to accept the minutes. Maureen seconded.

Treasurer's Report:

- Balance Sheet is currently over \$90,000 in cash
- Janis provided an overview of the comparison performed of revenue and expenses from last year and what activities took place in October
- Noteworthy is the generous donation received of \$3,000 from Jackie Stone and how impactful this donation is
- Almost all vendors and libraries have paid their bills and there is not much in the way of outstanding invoices
- YTD for raffle sales came in around \$3,600
- Blind Date with a Book continues to generate good money. As of November 1st, there were over 44 books sold, book donation drive to take place on the 15th to restock inventory
- The improv comedy show has taken in over \$1,500 thus far, final numbers will be provided at next month's meeting

Acceptance of the Treasurer's Report: Dorit made a motion to approve. Joanne seconded.

Director's Report:

- The library staff have provided their funding requests for programming, the amounts are roughly the same and very reasonable coming in under the determined allotted amount.
- Stats for the library will be provided quarterly; included in that there were around 26,800 attendees for programs and events
- The TPL will be closed 11/11, 11/27 & 28 for November Holidays. There will be a late opening at 11:00 AM on 11/20 and early closure at 3:30PM on 11/26.

Trustee Report:

- Chris was in attendance but noted there was nothing of significance to report. Yesterday's meeting was uneventful.

Old Business:

Blind Date with a Book Fundraiser:

- Best of the fundraisers that we have
- More books will be collected for inventory at the next donation drive on 12/15
- 12/6 will be the last day of 2025 in order to make book sales

Tareila Missions Grant:

- Still TBD, awaiting more information

Friends Monthly Meeting Information:

- In-person meetings have been discontinued until further notice. We will meet via zoom for the foreseeable future.
- Past minutes, current meeting agenda, and Director's Report can be found on the Friends' website under the tab "About Us".

Fall-O-Ween:

- Took place October 19 from 11 am to 3:30 pm on the Town Common.
- Took in about \$100 from selling baked goods
- The QR also brought in donations
- Thank you to all who volunteered and baked

Improv Night:

- Fundraiser will be starring Queen City Improv on Saturday, November 8th at Tewksbury/Wilmington Elks Lodge.
- 76 sold thus far
- The Elks will be holding a food drive the night of the comedy show. Please bring any non-perishable food items to donate

Welcome to Tewksbury:

- Attended the Welcome to Tewksbury event held to raise awareness of things around town for new residents
- Met with a lot of new people and directed them to the Friend's website

New Business:

Dine-Out:

- Last dine-out of the year is confirmed at Kyoto's on 11/12
- Dine in and takeout, must mention the Friends

Countdown to Christmas:

- C2C has started and will be ongoing
- In person sales to take place as well
- Continuing to collect gift cards with \$10 or more value. Maureen asked if it would be better to donate cash to the Friends to purchase the gift cards. We are willing to accept whatever is easier for everyone.

Hannaford's Tote Bags:

- Hannaford reached out to let us know we were chosen again for their donation drive with their community bag program
- More information to come on when and how to participate so people are aware

Mary Ann provided the committee with her upcoming time off in order to coordinate with some of the upcoming events and drives.

Motion to adjourn the meeting was made by Joanne and seconded by Janis. The November meeting concluded at 7:33PM

Looking forward to the holidays and this last push until the end of the year!