

**Friends of Middleborough Public Library**  
**AGENDA – October 25, 2023**

**Call to Order**

**Minutes Approval:** September 27, 2023

**Communications:**

**Treasurer's Report:**

**Financial Sustainability Discussion:**

**Goal:** To keep the Friends of the Middleborough Public Library solvent and relevant while allowing the board and membership to fulfil its mission.

**Focus:** Implement an enhanced stewardship plan ensuring careful and responsible management of funds and assets.

**Action Items Relating to Partnership with North Easton Savings Bank**

- Obtain check in the amount of \$10,000 from Rockland Account
- Set Date & Time to Open Account

**Focus:** Create a comprehensive and professional fundraising strategic plan to include assessment of current revenue model and identification of new “best practice” opportunities.

**Upcoming Grant Opportunities**

- **Awaiting Review/Response: Local Cultural Council – Three Requests**
  - History Comes to Historic Downtown Middleborough
  - Peter H. Peirce Homestead - Historical Video Series: Phase 1
  - Food Glorious Food: EJCOG Card to Culture Tie In
- **In Process: Mass Cultural Council**
  - Cultural Facility Funds - Capital Grant: Landscape/Hardscape
  - Cultural Facility Funds – Planning/Design: Interior First Floor
- **Pending:**
  - NEST: December 2023 – Fundraising Option
  - NEST: March 2024 – Family Event
  - Mass Cultural Festivals & Projects: May 2024 – Concert Series
  - Mass Cultural Operating Grant: March 2024 - Unrestricted

**Infrastructure and Process**

**Goal:** To implement the Friends of the Middleborough Public Library's vision, improve the delivery of its mission, and ensure a sustainable organization.

**Focus:** Evaluate parking lot to identify short-term and long-term maintenance requirements and create associated plans including financial plans to address known and future needs.

- Parking Sign – Review Format
- Brick Installation – Compensation: Update since last meeting

**Focus:** Evaluate homestead to identify short-term and long-term maintenance requirements and create associated plans including a financial plan to address known and future needs.

- Content Inventory & Curtain Replacement - Status
- Apartment Upgrades
- Insurance Coverage
- Rental Income Strategy
- Rental Agreement – Property Transfer Attorney
- Branding of Peter H. Peirce Homestead

**Focus:** Develop and implement a detailed plan to deploy and assess each fundraising program/activity.

- Murder At Middleborough Abbey
  - Advertisement Books
  - Flowers
  - Set up
  - Board Member Attendance/Tickets – Closing of Bookings
- Winter Wine Tasting Event
  - Confirmation
  - Format
- Concert – November 19
- Victorian Tea Event – December 10
- Concert – December 17
- Fall in Love with Middleborough Event – Schedule for 2024

## **Mission Clarity**

**GOAL:** To identify and articulate a clear, consistent, and defining message around who the Friends of the Middleborough Public Library are and what the Friends do to make a difference in the community.

**Focus:** Assess fundraising programs to ensure alignment with mission, vision, purpose, and core values.

- Donor Perfect
  - Product Overview
  - Database Development and Application Deployment

**Library Update:**

**Unanticipated:**

**Date for November Meeting**

**Adjournment**