

Friends of the Sharon Public Library Minutes, Board meeting on April 8, 2019 – held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Elizabeth Kassab, Carolyn Weeks, Kate Mason, Joanne Blatte, Kirstin Gray, Alice Cusner, Giselle Princz, Cara LeBlanc, Lee Ann Amend (library director)

Key Tasks assigned at this meeting:

All:

Promote Civics 101

Sign up for book sale and town-wide mailing volunteer times

Amity:

Handle adopt a book fulfillment, as needed

Bake for civics 101

Carolyn:

Help get bakers for bake sale

Bring lemon and ice for civics 101

Elizabeth:

Create and email April Newsletter

Giselle:

Handle adopt a books and memberships, as needed

Pay booksalefinder.com \$100

Buy booksale supplies

Joanne:

Select adopt a books, as needed

Get volunteers for town-wide mailing, book sale and bake sale

Promote Shaw's reusable bag program on Facebook

Send Lee Ann signup links

Send board the signupgenius.com contest link

Kate:

Handle membership, as needed

Bake for Civics 101

Email category signs to board for editing

Kirstin:

Ask Sharon Cable to video civics 101

Handle printing of town-wide mailing

Kate welcomed Cara LeBlanc as a prospective board member and welcomed Alice as our newest board member. We all introduced ourselves and explained our roles and responsibilities.

Elizabeth motioned to approve March minutes
Giselle seconded
Motion passed

Financial Report:
2 sponsorship checks came in.
We had \$235 in Paint Night income and \$84 in expenses.

Giselle will pay invoice for \$100 for Booksalefinder.com banner ad.

Elizabeth motioned to accept financial report
Kirstin seconded
Motion passed

Shaw's Reusable Bag:
Shaw's in Sharon has selected the Friends as their Give Back non-profit for the month of April. The Friends will receive \$1 for every reusable Give Back bag purchased.

Joanne will promote on Facebook

PawSox:
We discussed purchasing museum passes for the PawSox. It costs \$200 for 70 passes – one pass per homegame. The pass allows 6 people to pay \$5 per ticket. We had the PawSox pass before and it wasn't used a lot. We decided against it.

Civics 101:
Lee Ann and Ken will set up the room. We should arrive by 6:15pm to finish setting up.
Kirstin, Kate, Amity will bake.
We will use the decanter for water. Carolyn will bring lemon and ice. There are cups in the storage room.
Kirstin will see if Sharon Cable can video

A school committee candidate has publicized that she will be at Civics 101. Another candidate asked Joanne about our policy on this. We decided that it is fine for candidates to come – it is a public meeting. They will not be given any special time. Library policy is that they can only hand out material within the community room.

April newsletter
Elizabeth will create newsletter using a template in Mailchimp (no attachment). Content will include:
Book sale
Civics 101 recap

Paint Night recap

The Foundation asked if they could call our members to remind them to vote at town meeting and the election. We decided against this – we have never asked our members permission for this type of contact. We will include a blurb in our newsletter explaining Foundation vs Friends and a reminder about 4/29 walk thru with trustees at library, vote yes for library at town meeting on May 6 and town election on May 21

Book sale:

Joanne will send Lee Ann the signup form. Signupgenius.com is holding a contest for non-profits. Joanne will send out the link to the contest.

Library is cleaning out DVDs and CDs. Kate is storing them at her house. Library is now cleaning out books to give to us for sale.

Square: Kirstin purchased the square so we can test taking credit cards. Board members can download the Square app to their phone. Joanne has an old ipad and will see if it can handle the app – then we could have that dedicated for card sales. Kirstin provides us with a code to enter. Square links directly to our bank account. There is a 2.75% fee on every transaction.

Our banner ad is up on booksalefinder.com. It is seen by MA and states bordering MA

The Brattle Bookshop purchases used books. We can email them pictures and details and they will provide a price. Kate will try it out with “valuable” books that she has from last year’s booksale.

Joanne will email the locations for lawn signs. Kirstin handed out date stickers for the signs and put the extras in our shelf. The Foundation asked us to help put their signs (there are 7 left) around town. Joanne will email her contacts and ask if they will let us put both signs in their yards.

Giselle will buy supplies. Need an envelope for pre-purchases.
Kate will email out category signs for us to modify if needed

We are meeting at Nancy’s house at 9am on 4/30 to get tables and deliver to library
Dumpster arrives 5/1

VHS tapes are free

Town-wide mailing:

We are printing 6,500 (500 more than last year)

Kirstin will pick up printed material and deliver to the library. Postage went up \$699 to \$1,131. We are going to confirm this increase – the Sharon Post Office has been giving confusing answers on a number of topics.

We are preparing the mailing on 4/16. Kirstin will coordinate getting Kate and Cara material so they can do at night.

Kirstin will drop off prepared envelopes at post office on 4/25

We will have the decanter for water

Director Update: Lee. Ann

Library has held 2 community walk-throughs. On 4/17, meeting will be held with abutters to 1 School St.

Lee Ann is looking into being open for 4 hours on Sundays.

Our next board meeting is Monday, May 13th at 7:30 pm

Kirstin motioned to adjourn

Elizabeth seconded

Meeting adjourned