

Friends of the Sharon Public Library Minutes, Board meeting on Dec 11, 2017 – Held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Elizabeth Kassab, Carolyn Weeks, Kate Mason, Joanne Blatte, Amity Kelley, Giselle Princz, Lee Ann Amend (Library Director)

Key Tasks assigned at this meeting:

Elizabeth:

Produce December newsletter

Invite One Book, One Town rep to Jan. mtg

Coordinate getting sponsors with Kirstin

Set up and manage box for donated books in Children's room

Giselle:

Adopt a Book, as needed

Price out lawn signs

Revise budget

Confirm DVD and Book rental figures in financial report

Pick up coupons from Launch

Joanne:

Select adopt a books as needed

Post Paint Night on Website and Facebook in January

Kate:

Purchase material and print tickets for Paint Night

Obtain pricing to update Book Sale banners

Kirstin:

Create flyer for Paint Night

Coordinate getting sponsors with Elizabeth

Lee Ann:

Ask Karen Mafera to obtain cost of museum passes (including new requests)

Budget: Giselle

Giselle distributed list of current museum passes and cost.

Launch doesn't have library pass yet, but offered coupons for the end of the year.

Giselle will pick them up.

USS Constitution, Fairbanks and Harbor Islands are free. Karen is obtaining pricing for Battleship Cove and Capron Zoo.

Ecotarium in Worcester has 2 options for library passes: 1) \$350 for 150 coupons that allow 50% off admission for up to 2 adults and 2 children or 2) \$250 for 75 coupons that allow 50% off admission for up to 2 adults and 2 children. The coupons are valid for a year.

We agreed to purchase 75 coupons for \$250.

Kirstin motioned to re-purchase all current museum passes and purchase the 75 coupons for the Ecotarium.

Elizabeth seconded

Motion passed

Kate is purchasing materials for Paint Night in March. We have a small events line item in the budget to cover these expenses.

We reviewed projected Book Sale expenses.

- Lawn signs: the lawn signs cost \$462.50 the last time we printed them. We are reprinting them this year. Giselle will call to confirm the cost.
- Update banners: Kate will get the cost to update date on town center banner and eliminate the dates on the banners for the side of the library (we decided that we only put those up during the sale so it would be easier to not have any dates on these)
- Supplies and water
- Dumpster – approx. \$350

Giselle will revise book sale expenses in the budget to be \$1,500 (to cover expenses) and town-wide mailing expenses to be \$3,200 (based on actual costs from last year). Giselle will revise line item in budget from “World Musical Café” to “Additional Funding”

Lee Ann provided us with estimate for new shades for library. 9 shades are needed. They will cost \$2,372.55 – covers shades, shipping and installation

Kirstin motioned to approve the purchase of the shades

Elizabeth seconded

Motion passed

Kirstin motioned to approve the budget as presented by Giselle with the following changes: Update Museum Passes to include Ecotarium, update Book Sale expense to \$1,500, update town-wide mailing to \$3,200, change the wording of “World Musical Café” to “Additional Funding” and include costs of shades at \$2,372.55

Elizabeth seconded

Motion passed

Financial Report: Giselle

Giselle will confirm DVD and book rental figures. They look reversed

Kate motioned to accept Financial report

Kirstin seconded
Motion passed

November minutes: Elizabeth
Kirstin motioned to accept November minutes
Kate seconded
Motion passed

Paint Night: Kate
We changed the date to Wednesday, March 14 (snow date of March 28) to accommodate Sangeeta. Kate will confirm the proposed time of 7pm-8:30pm with Kate. Set-up at 6:30pm. We can have 15 people.

We discussed what to charge. We decided to offer an early-bird special: \$35 for non-members and \$30 for members until January 31. After that, it will be \$40 for non-members and \$35 for members.

Deadline for all tickets is 3/3. Adults Only. No refunds.
Kirstin will create flyer and distribute to board. Elizabeth will include in newsletter. Joanne will promote on Website and Facebook beginning January 2. Tickets will be available January 2 at the library.

We discussed canvas size. Kate has purchased smaller size canvases. Amity was concerned that repeat patrons might be disappointed in the smaller canvas. Smaller canvas could be completed quicker. We decided to go with smaller canvas. (Post meeting: Kate contacted Sangeeta. Sangeeta recommended using the bigger size. She said that is the standard size for paint nights. Kate and Joanne agreed to use the bigger size. Kate will exchange the canvases.)

Book Sale:
Elizabeth and Kirstin are working on sponsors.
Giselle will confirm production time for lawn signs
Elizabeth will manage a box for book collections/donations through the end of the year. She will store in her basement.

Trustees Update: No update

Library Update:
Musical World Café is March 8 (snow date is 3/15). Music and food will represent Puerto Rico, Russia, Italy, Israel

The state notified us that we are next up on the waiting list for funding for a new library. Once we are notified, we have 6 months to secure local funding. Foundation needs to raise at least \$300,000 and funding (probably \$8-10 million) needs to be approved at town meeting.

Our next meeting is on January 8, 2018 at 7:30pm in the library.

Kirstin motioned to adjourn

Kate seconded

Meeting adjourned