

Friends of the Sharon Public Library Minutes, Board meeting on Dec 17, 2018 – held at Sharon Public Library

Prepared by: Joanne Blatte

**Present:** Elizabeth Kassab, Kate Mason, Joanne Blatte, Amity Kelley, Giselle Princz, Kirstin Gray, Zuneira Rafiq, Lee Ann Amend (library director)

**Key Tasks assigned at this meeting:**

**All:**

Provide edits for Friends' yearly calendar

**Amity:**

Handle adopt a book fulfillment, as needed

**Elizabeth:**

Prepare and send Fall newsletter

Contact Sharon Credit Union, Eastern, and Herb Chambers about sponsorships

**Giselle:**

Handle adopt a books and memberships, as needed

Correct 2019 budget for December meeting

**Joanne:**

Select adopt a books, as needed

Organize Civics 101 for the Spring

Update board contact info

Update Friends' yearly calendar & distribute to board

**Kate:**

Share membership data and process with Zuneira

Revise board names with insurance company

**Kirstin:**

Print out museum pass contact forms

**Zuneira:**

Help Kate with membership

Elizabeth motioned to accept November minutes

Amity seconded

Motion passed

Board members provided contact info updates to Joanne. Joanne will update and distribute.

We reviewed the Friends yearly activity calendar. Joanne will update and distribute for review.

OBOT having trouble getting sponsor/funding for an author talk. They are not sure if they will continue programming in the future.

Joanne will email yearly calendar of activities to all board members for updating.

2019 Budget:

Giselle will make final edits: change paint night to small events, correct dates, remove cow patty bingo numbers from small events, eventkeeper cost (Lee Ann will confirm actual cost with Giselle)

We briefly discussed if we want to continue spending more than we bring in. We are spending down our savings. We are trying to reduce our spending this year – not printing newsletter, adopt a book form in town-wide mailing. Next year we will evaluate how we did on spending vs income

Kirstin voted to approve 2019 budget with a hold on eventkeeper line item (until Giselle gets the final cost from Lee Ann)

Elizabeth seconded

Motion passed

Financial Report:

Kirstin will look into Amazon Smile promotion rules – can we now promote in printed material?

Insurance will automatically renew. Kate will follow up with insurance company to confirm they have our correct names and titles, as needed

Joanne motioned to accept financial report

Kirstin seconded

Motion passed

Membership:

Zuneira is taking over membership. Kate and Zuneira will send thank you notes to donors.

Museum Passes:

Southwick expects library patrons to pay for the pass. We will not purchase Southwick. Capron Park Zoo pass doesn't work at other zoos or museums. Wax museum wants to

charge \$500 for 2019 passes. Joanne has been trying to call them to discuss the cost. No one is responding to Joanne.

Kirstin created a little handout that will be distributed to patrons when they pick up their museum pass. The handout reminds people that museum passes are funded by the Friends and can be completed with patron's contact information and returned to library to request more information about the Friends.

Sponsors:

Kirstin submitted Dedham request.

Elizabeth will submit other requests in January.

Newsletter: Elizabeth

Elizabeth still working on the newsletter. Kirstin mentioned that we normally we get 35% open rate

Paint Night 2019:

Joanne will ask Sangeeta to choose a painting subject

We will sell tickets 1/14 to 2/14. Participants can receive a discount if purchased by 2/14. Regular price until 2/28. Kate and Zuneira will provide tickets and membership list to circulation desk by 1/14.

Library update: Lee Ann

Funding for new library will be voted on at May 6 town meeting. A \$20 increase in taxes/household will be required to fund the library.

Mold was found in the kitchen area. It was sprayed and sealed. It will then be painted and have rubber trim applied to the base of wall.

Foundation:

The Foundation has \$120,000 in pledges so far. There is a sign upstairs to indicate how much has been pledged. We discussed our role in helping the foundation. We as a group can't help to fundraise for the new library. We can help raise awareness about the vote. We can donate to sponsor an area of the library. Lee Ann handed out the pledge amounts for various parts of the new library. The donation could be a pledge of a certain amount per year over a 5-year period.

At Civics 101, Joanne will ask Fred Turkington to discuss the May town meeting, warrant topics, capital outlay – focusing on the new library.

In January, Lee Ann will host open house and walk-throughs at the library

Our next board meeting is Monday, January 14<sup>th</sup> at 7:30 pm

Kirstin motioned to adjourn

Elizabeth seconded

Meeting adjourned