

Friends of the Sharon Public Library Minutes, Board meeting on September 12, 2016 –  
Held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Elizabeth Kassab, Kirstin Gray, Carolyn Weeks, Mary Alice Dowdell, Kate Mason, Joanne Blatte, Amity Kelley, Courtney Ford (prospective board member)

**Key Tasks assigned at this meeting:**

**All:**

**Carolyn:**

Work with Joanne to coordinate bakers for annual meeting and Sculpture Investure  
Send letter to selectmen for banner placement  
Follow-up with Giselle/Kirstin and Eastern Bank

**Elizabeth:**

Print and mail September newsletter

**Giselle:**

Continue to manage membership and adopt a book forms as needed  
Prepare annual financial report for annual meeting

**Joanne:**

Select adopt a books as needed  
Facebook and Website updates  
Coordinate with LWV the 2016 Ballot Issues Forum

**Kate:**

Provide Elizabeth with membership list for newsletter labels  
Update "What We Do" poster with pics from children's programming

**Kirstin:**

Write letter/annual report for newsletter  
Help promote annual meeting/LWV event

Mary Alice motioned to accept June minutes  
Carolyn seconded  
Motion passed

Financial Report: Kirstin (Giselle absent)

We made \$69 from Hannaford Helps – sale of reusable bags at the Hannaford in Walpole. Kirstin said Hannaford a thank you note.

Giselle has a paypal payment for an adopt a book, but never received a submitted or mailed form. Joanne suggested that it might have come through as a donation, instead of adopt a book. (Post meeting – Kirstin checked and found the donation on paypal)

We reviewed the adopt a book process. Giselle receives forms and payment. Giselle creates bookplate and notifies Joanne when bookplate and form are in our box at library. Joanne selects a book and inserts the bookplate. Joanne then gives Kirstin the form and the title and author of book selected. Kirstin send out certificate and acknowledgement, as requested on the form.

We discussed that for a certain amount of donation, we could adopt a book in perpetuity. We would create unique bookplates for these (color coded) and Lee Ann/library staff would notify us when book was to be removed out of circulation so we could then create a new bookplate and select another book (same book or in same genre). We will discuss again at a future meeting

Elizabeth motioned to accept financial report  
Kate seconded  
Motion passed

Liability Insurance: Kirstin

We are not covered by the town's insurance, when we host an event at the library. Joanne asked other Friends' groups what they do and most of them have liability insurance at a cost of \$500-\$600. The school PTOs also have liability insurance. Kirstin got 3 quotes and will circulate them around and then we can decide.

Newsletter: Elizabeth

Elizabeth is working on the newsletter. It will include:

- kids summer programs
- summer reading programs
- Thank you to Hannaford
- Sculpture Investure preview
- Kirstin's letter/annual report

Annual Meeting: Mary Alice/Kirstin

Mary Alice presented the slate of officers to be voted on at our annual meeting

President: Elizabeth Kassab

VP: Kate Mason

Treasurer: Giselle Princz

Secretary: Joanne Blatte

Board members: Carolyn Weeks, Amity Kelley, Kirstin Gray, Mary Alice Dowdell

Slate of officers will be voted on at annual meeting and Kirstin's annual letter and Giselle's annual financial report will be presented.

Elizabeth will email Kate pictures of children's summer programs. Kate will update our What We Do poster with these pictures.

The Sharon/Stoughton League of Women Voters would like to have us co-host a forum on the ballot questions. We agreed to do this on the night of our annual meeting. Joanne will organize the event with the LWV. Carolyn and Joanne will get bakers. Kirstin and Melody will help promote the event. LWV will create a flyer. Joanne will let Lee Ann know if any of the speakers need a computer set-up

Board members should get to library at 6:15pm to set up. Annual meeting will be at 6:45pm and the Ballot Forum will be at 7pm.,

Student Membership: Kirstin/Joanne

Joanne asked other Friends' groups if they have a student membership category. Many have it combined (same cost) with senior category. A change would not require an edit to the by-laws (we confirmed this post-meeting), but approval at our annual meeting.

Joanne motioned to modify our membership category to be senior/student at \$10, pending approval at our annual meeting  
Mary Alice seconded  
Motion passed

Sculpture Investiture: Lee Ann

Vera Cross, a local artist, is donating 2 busts created by Lu Stubbs to the library. On October 23, from 2pm-4pm, the library will unveil the busts. The Sharon Jazz Express will play. Lu Stubbs will discuss the busts and Vera Cross painting will be on display. Selectmen and local politicians are invited.

Joanne and Carolyn will organize bakers. Trustees and Lee Ann will provide coffee for this event and our annual meeting.

Book Sale: Kirstin

Book collection will be 5/1-5/16. Sale will be 5/18 – 5/21. Carolyn will send a letter to selectmen for banner placement. We will need to get sponsors in November. Eastern bank rep asked Carolyn about our donation request this year. Carolyn will work with Giselle and Kirstin to confirm what we want to request from Eastern Bank.

Library Update:

Library will be closed on 9/23 for staff development. On 10/21, the library will be closed until 1pm for town staff day.

Floorplans for a new library at 1 School St. are due by middle of December. The selectmen have requested the new library look like the old school that used to be there.

Our next board meeting will be our annual meeting at 6:45pm on October 20 at the Sharon Public Library

Elizabeth motioned to adjourn

Carolyn seconded

Motion passed