

Friends of the Sharon Public Library Minutes, Board meeting on December 5, 2016 –
Held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Elizabeth Kassab, Kirstin Gray, Carolyn Weeks, Mary Alice Dowdell, Kate Mason, Joanne Blatte, Giselle Princz, Lee Ann Amend (library director), Karen Mafera (circulation supervisor)

Key Tasks assigned at this meeting:

All:

Carolyn:

Contact VFW about hosting paint night (post meeting not needed)

Contact local artists about paint night (post meeting not needed)

Elizabeth:

Prepare December newsletter

Coordinate liability insurance with Kirstin, Kate and Giselle

Contact Crescent Ridge about Cow Chip Bingo

Giselle:

Continue to manage membership and adopt a book forms as needed

Revise financial report with updated budget

Coordinate liability insurance with Kirstin, Kate and Elizabeth

Ask Canton friends about their maker space event

Joanne:

Select adopt a books, as needed

Facebook and Website updates

Call local artist about paint night

Kate:

Provide Elizabeth with membership list for newsletter labels

Coordinate liability insurance with Kirstin, Giselle and Elizabeth

Coordinate members and donors with Giselle

Email annual meeting pics to Elizabeth

Kirstin:

Coordinate liability insurance with Giselle, Kate and Elizabeth

Ask Community Ed about their paint night event

Karen Mafera reviewed our current museum passes and policies. Usually patrons can only take one pass per day (and only one during vacation week). However, patrons can take both the MFA and Isabella Stewart Gardner and Winter Skate and the Hall at Patriots Place.

Roger Williams Zoo is ½ price during January and February so they don't accept passes then. Mystic pass is free and automatically renews. We have 3 park passes.

Winter Skate is not dated so we can give multiple away if patrons come into the library and request the pass.

We should promote the Whaling museum more. Lee Ann will include in library newsletter. Kirstin will make a digital sign. Lee Ann will make more copies of museum pass brochure and make sure they are available during children's programming

We discussed the ordering and renewal process for passes. Karen Mafera will take over ordering and renewing them and then will submit bill to Giselle for payment.

We discussed if we should order more passes. We decided to add another Museum of Science pass and another MFA pass. Karen will get the cost for museum passes for the Lego Museum, Boston Tea Party, Harvard Museum of Natural History and MIT. We will then decide if we want to add any of them.

Kirstin motioned to purchase second passes for Museum of Science and MFA
Carolyn seconded
Motion passed

Kirstin motioned to accept November meeting minutes
Giselle seconded
Motion passed

Financial Report: Giselle

Giselle reviewed proposed 2016-2017 budget.

Lee Ann mentioned that the library will purchase more fiction titles for rental.

Liability insurance: Kate

Insurance brokers advised Kate that OBOT would need their own liability insurance. Lee Ann mentioned that they might be able to buy insurance just for the event.

After researching, we determined that we only need basic liability insurance. Our board members are protected under our by-laws in MA. We decided to obtain the policy from Parent, Prakop and Associates Insurance Agency

Kate, Elizabeth, Kirstin and Giselle will coordinate.

Mary Alice motioned to approve proposed budget with the following changes: Increase museum passes by \$2,000 to cover new passes and fund liability insurance up to \$600

Kirstin seconded

Motion passed

Giselle will revise budget to include additional museum passes and liability insurance

Upcoming events:

Book sale: Book collection begins 5/1-5/16 and book sale is 5/18-5/21. Town wide mailing should be done by 4/26. Jonah has a list of student volunteers that might be able to help with stuffing the envelopes. Sponsors are not accepting applications until January. Kate will order second banner for the side railing.

Maker space:

Giselle spoke with Canton about their event. Canton had one woman who organized everything. They had 6-8 vendors. Event lasted for 3 hours.

We could hold a paint night. Carolyn will call VFW to see if we could event there.

Carolyn and Joanne will call local artists to see if they would lead the night.

Kirstin will ask Community Ed for more details about their paint night

We could serve desserts and coffee/tea

Looking at 3/2, 3/9 and 3/16 as possible dates

Elizabeth will contact Crescent Ridge about Cow bingo – maybe could do on the last day of school in Sharon.

Newsletter: Elizabeth

Newsletter will include:

Annual meeting recap – Kate will email pics to Elizabeth

Highlight on our new student membership category

Museum passes

Lego Mindstorms – Elizabeth will ask Jonah for info/pics

Plans for new library

Director update: Lee Ann

Lee Ann showed us boards with plans for new library at School St. location. Library is hosting information sessions for Sharon community on 12/9 and 12/16 from 2-4. Lee Ann will also do a Q&A on cable TV.

Library has new policy – no dogs, except service dogs

Our next meeting is 1/9/17 at 7:30pm at the library

Mary Alice motioned to adjourn
Kate seconded
Motion passed