

Friends of the Sharon Public Library Minutes, Board meeting on December 14, 2015 – held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Kirstin Gray, Joanne Blatte, Carolyn Weeks, Mary Lou Kirkpatrick, Mary Alice Dowdell, Elizabeth Kassab, Kathryn Larsen, Kate Mason, Giselle Princz, Roberta Saphire (Trustee), Lee Ann Amend (Library Director)

Key Tasks assigned at this meeting:

All:

Find new board members!

Giselle:

Continue to work with Nancy on finances

Break One Book, One Town income and expenses into separate section on financial report

Order museum passes, as needed

Kate:

Get pricing for Whaling Museum pass

Work with Kirstin on banners

Kirstin:

Work with Kate on banners

Continue to work on obtaining sponsors

Mary Lou:

Work with Kirstin to obtain sponsors

Order RISD museum pass

Mary Alice motioned to approve November minutes

Carolyn seconded

Motion passed

Newsletter was sent in postal mail and email on December 9. Board members should make sure they received it.

Financial Report: Giselle

Nancy submitted annual report to state and they are working on taxes.

Donations are \$41.51 – includes extra money collected from fines. Josephine records what is collected and gives it to Giselle

FOL expenses includes gift for Nancy, fees for PO Box, state filing fees and misc. fees

Giselle and Lee Ann explained what adult and children's programs we paid for so far

Giselle will break out OBOT and place at the bottom of our financial report

Giselle will review bank accounts/amounts with Nancy

Mary Lou motioned to accept financial report
Carolyn seconded
Motion passed

OBOT: Kirstin – no rep from OBOT could attend
Kirstin reviewed their proposed budget. Technically, it is part of our budget so we have to approve it along with ours

Friends proposed budget: Kirstin and Giselle

We requested that Giselle add a line to proposed budget to show current assets and assets after expenses
Proposed budget would have us spending around \$8,400 from our savings

Town-wide mailing expenses are split between town-wide and museum passes budget line items

Museum passes: Kirstin passed out revised list of museums with possible additions

There is no Edward K. Institute pass yet. We agreed to try JFK pass for a year.

RISD has multiple options. As a Friends' members, we would get 2 passes. Each pass allows entry for 2 adults and any kids to any museum in the Art Museum Reciprocal Network. Some local museums included are: RISD, Peabody Essex, Isabella Stewart Gardner. It also includes some great museums across the US

We discussed having one pass for one day only. Patron would be required to return pass by next day (same policy we have for other museums with a pass). Second pass could be taken for up to a week to allow patrons to use at museums in other states. Lee Ann will see if we can do this within tixkeeper.

Boston by Foot – agreed to add this. They have a slide lecture for \$150 (\$50 discount) that we could do (maybe at our next annual meeting)

We don't have costs for New Bedford Whaling Museum yet

Librarians requested 3 park passes. We agreed.

Mary Alice motioned to approve museum passes (same as last year with addition listed above)
Kate seconded
Motion passed

Mary Lou will order RISD pass. Giselle will handle all other passes

We reviewed line items and proposed budget amounts: We all agreed to fund: Children's programming: \$3,000, Youth (tween and teen) programming: \$2,000 Adult Programming: \$2,500, Adult and Children's program supplies \$100 each, Replacement of broken desks in tech services: \$3,000, Replacement of chairs for adult services: \$2,000, Technical services desks:\$2,966, 3 low tables for children's crafts: \$675, museum passes: \$3,700 (not including the additions above), eventkeeper: \$1,250, constant contact: \$720 and Rental books/DVDs: \$1,500

We discussed adding in: \$160 for easel, \$100 for boards for the easel, \$700 for new banner for Main St. (3'x20') and \$150 (at most) for new banner (approx. 24"x84") for High St. railing

Mary Alice is in Florida until May, so she gave quotes for banners to Kate to handle. Kate and Kirstin will determine size and design for banners.

Mary Alice motioned to approve budget as proposed with new museum passes described above and the above expenses (\$1,110) added in
Elizabeth seconded
Motion passed

Legislative Breakfast: Lee Ann

The OCLN hosts a legislative breakfast at one of the libraries. This year the breakfast is in Braintree – Thayer. The library groups are asked for \$50 donation to offset costs of breakfast. We will discuss the donation at our next meeting.

United for Libraries Conference: Kirstin

This conference is being held in Boston this year. It is \$300 to attend. We decided it was too expensive.

Chowderfest: Roberta

The Law, Your Money...and You and the Rotary Club are planning a Chowderfest community event on Sunday, May 15, 2016. The plan is to have vendors and non-profits to have booths. Some will make chowders, but others could just have tables. Entry fees will be \$15 for adults and \$5 for kids. We will discuss in future.

Mini-golf:

We discussed a few options. Staff found it difficult to have holes all around the library. We asked if we could have a few holes on Saturday (in center of children's area and in community room). Lee Ann will discuss with staff.

We asked if Jonah could ask some middle school patrons if they would be interested in a mini-golf pizza party at the library on Saturday night. Mary Lou will check to see if mini-golf vendor available for April 2 and 3.

Downton Abbey:

Kathryn (who is moving away) said she would give us trivia questions and clips. We could also have someone come teach etiquette.

Last episode airs on March 6th. We will host tea on March 13.

Adopt a Book: Kirstin

Discussed whether we should change adopt a book to donating for a cause. The donor could select a specific item or program to donate their money towards. For now, we will leave it as is.

Trustees Update: Carolyn

They are working on budget

Library is establishing a new policy that children 9 and under must be accompanied by an adult – 16 years and older.

Looking to request a new furnace from Capital Outlay

Library repaired security cameras and added some new ones

Board update: Kirstin

Kathryn is moving and leaving the board

Mary Lou announced that this will be her last year on the board

Mary Alice is in Florida until May

Our next meeting is Monday, January 11, 2016

Mary Lou motioned to adjourn

Elizabeth seconded

Meeting adjourned