

Friends of the Sharon Public Library Minutes, Board meeting on Feb 12, 2018 – Held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Elizabeth Kassab, Kate Mason, Joanne Blatte, Amity Kelley, Giselle Princz, Kirstin Gray

**Key Tasks assigned at this meeting:**

**All:**

Bring in buckets for Paint Night

Bake or bring refreshments for Paint Night

Plan to arrive at Paint Night to set-up between 6:15 and 6:30 pm

**Elizabeth:**

Work on newsletter

Confirm volunteering needs for Musical World Café

Distribute book sale gift certificates to elementary schools

Let Kate know if the large pricing signs need to be updated/reprinted

**Giselle:**

Adopt a Book, as needed

Order lawn signs

Confirm with Post Office qty for town-wide mailing

Update large pricing signs

**Joanne:**

Select adopt a books, as needed

Pick up mailing bins from Post Office

Work with Lee Ann to order Lucite folders

Work with LWV on civics event

Confirm room reservation with Lee Ann for upcoming events

Book speaker for annual meeting

**Kate:**

Update Book Sale banners

Work with Gary and Lee Ann for paint night set up

Have Sangeeta confirm

Buy seltzer bottles and plastic plates for Paint Night

Update the What We Do Sign

**Kirstin:**

Update material for town-wide mailing

Get a quote for and manage printing town-wide mailing  
Arrange for Big-Hearted Books  
Post book sale on book seller website  
Update book sale certificates for elementary schools  
Create flyer for civics event

**Lee Ann:**

Order Lucite holders  
Arrange for dumpster for book sale

Kate motioned to approve Jan. minutes  
Kirstin seconded  
Motion passed

Financial Report: Giselle  
Adjusted insurance from \$600 to \$500

Kirstin motioned to accept financial report  
Kate seconded  
Motion passed

**Musical World Café:**

Scheduled for Thursday, March 8. Lee Ann would like board members to volunteer. Most of us said we could. Elizabeth will let Lee Ann know we can help and confirm when she needs us

**Paint Night: Kate**

We are sold out! We took in \$515 in ticket sales and have spent \$112 on expenses so far. 5 of the participants are from out of town and only two are FOSPL members.

We decided to set up the tables in a U Shape to enable better viewing of Sangeeta. Kate will work with Gary on set up. Kate will confirm with Lee Ann that a staff member will be there to help with the wireless microphone. Kate will buy seltzer bottles and plastic plates. Kate has napkins. Kirstin has cups. Board members should bring in big buckets for dumping dirty water.

**Town-wide mailing: Elizabeth**

Joanne will confirm with Lee Ann that we can do mailing prep on 4/23 from 10-1  
Material needs to be at printer at end of March – need to have sponsors by then.  
Giselle will confirm with Post Office how many we need to print/prepare  
Joanne will pick up the mail bins and rubber bands from Post Office  
Kirstin will revise material: Postcard, museum pass brochure, adopt a book, membership, book sale flyer, pre-printed return envelope, mailing envelope and extra envelopes for us. Kirstin will get a printing quote and let us know price breaks for printing extra envelopes

Newsletter: Elizabeth

Newsletter will go out at the beginning of April

Book Sale:

Keep same hours and prices as last year

Kirstin will create book sale flyer and slide for the library digital sign

Giselle priced out lawn signs: 25 signs at \$14 per sign + \$2/metal holder = \$400

The price break is at every 6 signs. Giselle will order signs (we already budgeted for this under book sale expenses). Signs to be ready for end of April. We will determine sign locations at March or April meetings

Kate priced out updating the banners: approx. \$25 per banner (x 4 banner sides – 2 sides of street banner and 2 railing banners (1 sided each)). This cost is also covered in book sale expenses. Kate will get banners updated.

Joanne suggested co-hosting with League of Women Voters a discussion on civics and government. We could provide a tutorial on how town meeting works, explain the various committees and boards in town, how to teach/engage our children

Kate will update the What We Do Sign with musical world café and paint night

Kirstin will arrange for Big-Hearted Books to pick up the leftover books. Kirstin will post on book seller website

Elizabeth ask Lee Ann if we can use the library's tent for the sale

Lee Ann will arrange for dumpster

Elizabeth found old, large pricing signs in her attic. She will check to see if they can easily be updated.

Joanne will ask Lee Ann how much Lucite holders are. We think we need 5-10

We said okay to giving book sale gift certificates to each elementary school. Kirstin will create the certificates and Elizabeth will distribute.

LWV event: Joanne

Chuck Fazio has agreed to come speak about teaching civics in our schools. We thought that it would be great to have another speaker to represent the town and talk about Sharon government. Joanne will work with LWV to get another speaker

Annual Meeting: Joanne

Joanne found a professor at BU who speaks about English Royalty. She normally charges \$250. We all thought it was a good idea and agreed to 10/23 for the date. Joanne will reserve the community room and confirm the speaker.

Library update: Lee Ann was at Finance Committee Mtg

We will discuss Cow Patty Bingo at our next meeting

Our next meeting is Monday, March 12 at 7:30pm at the library.

Kirstin motioned to adjourn

Kate seconded

Motion passed