

Friends of the Sharon Public Library Minutes, Board meeting on Oct 15, 2018 – held at Sharon Public Library

Prepared by: Joanne Blatte

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

Key Tasks assigned at this meeting:

All:

Amity:

Handle adopt a book fulfillment, as needed

Carolyn:

Elizabeth:

Prepare and send Fall newsletter
Print copies of the annual letter for meeting

Giselle:

Handle adopt a books and memberships, as needed
Prepare financial report for annual meeting
Prepare annual budget for November mtg

Joanne:

Select adopt a books, as needed
Organize Civics 101 for the Spring

Kate:

Invite One Book, One Town rep to Nov meeting
Bring tablecloth to annual meeting

Lee Ann:

Arrange for computer set-up and wireless mic for annual meeting
Ask Karen Mafera to provide Giselle with museum pass list and costs for budget

Zuneira:

Send email with her bio and interest in being on the board

Elizabeth motioned to accept September minutes
Giselle seconded
Motion passed

Kate will invite One Book, One Town to November meeting. We will review museum passes and proposed budget at November meeting.

Financial Report: Giselle

Reviewed rental books/DVDS. The program doesn't pay for itself. We clarified that Lee Ann needs to request the total funding she needs, regardless of how much income it brings in.

We fund Large Print Books for rental. They are not purchased consistently because new books aren't always printed in large print. We did not realize that our large print line item is for rental books only. We decided to eliminate it as a separate line item and include in rental books/DVDs. Lee Ann will request \$1,500 for all rental books/DVDs next year.

Kirstin motioned to accept financial report

Kate seconded

Motion passed

2018-2019 budget: Giselle

We decided to budget \$500 for small events

Giselle will eliminate musical world café line item and update with wish list items. Lee Ann will ask Karen Mafera will send Giselle final list and cost for museum passes.

Annual Meeting:

We are all set with the speaker. Professor Chernock will email presentation to Joanne this week so Lee Ann can have set up at library.

Kirstin will email blurb about annual meeting for Lee Ann to send out to patrons

We are set for bakers. Joanne bought water bottles. Kate will bring a tablecloth. We will set up room at 6 pm. Elizabeth will print and bring copies of annual report.

Paint Night:

Sangeeta said yes for Spring paint night. Kate is having trouble finding someone for a Fall paint night so we need to move the date later. Kate will contact Elaine Goldstein and see if she is available on 12/5 or 12/6.

Newsletter:

Elizabeth needs help producing and mailing newsletter. We discussed whether to keep producing a printed version or migrate to only email. We decided to produce one more printed newsletter for snail mail. The newsletter will include a notice telling recipients to provide their email address if they wish to receive the newsletter via email. We will still print a few copies for the library.

Elizabeth said she can handle this newsletter. Right now, Elizabeth produces in Microsoft Word which is very cumbersome to use. Kirstin suggested trying Canva and Lee Ann suggested trying Lucid Press instead.

Newsletter will include book sale and annual meeting recap.

Director update: Lee Ann

Library is producing "Little Library Things" – activity kits that patrons can check out:
Sewing, knitting, crochet and bicycle repair kits

Insurance coverage for the building is in jeopardy. The vote for library funding will be at a November town meeting. Library foundation has informational handouts in library and will get sign for front lawn.

Square Jam:

Organizers are looking to expand offerings and get more groups involved.
Friends should have a presence at it.

Elizabeth reported that Zuneira is interested in joining the board. Elizabeth will ask Zuneira to send us an email telling us about herself and her interest in the board.

Annual meeting is Tuesday, October 23. Our next board meeting is Monday, November 19th at 7:30pm at the library,

Kirstin motioned to adjourn

Giselle seconded

Motion passed