

Friends of the Sharon Public Library Minutes, Board meeting on April 3, 2017 – Held at Sharon Public Library

Prepared by: Joanne Blatte

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

**Key Tasks assigned at this meeting:**

**All:**

Sign up for sorting and sale slots

**Carolyn:**

Confirm schedule for trustees to open/close library during book sale

Buy balloons for book sale

Post lawn signs

Post book sale flyers at train station, banks, senior center and churches

Deliver banner to DPW

**Elizabeth:**

Newsletter

Pick up town-wide mailing from the printer

Continue discussion with Crescent Ridge

Post lawn sign at Crescent Ridge

Post book sale flyer at Y

Follow up on potential chess tournament

**Giselle:**

Coordinate members, adopt a book and donations as needed

Determine cost of printing more lawn signs

Submit book sale info to Jewish Sharon, Sharon What's Up

Distribute book sale flyers to temples

Purchase book sale supplies

Print out tax receipts

**Joanne:**

Select adopt a books for sponsors and as needed

Facebook and Website updates

Organize book sorting and sale volunteers

Post lawn signs

Ask superintendent to post book sale flyer in schools

Ask Cottage PTO if they are donating leftover fun fair books

Send out another email seeking volunteers

**Kate:**

Coordinate members and donors with Giselle  
Email Joanne Book sale category signs  
Print tally and cheat seats  
Update What We Do sign  
Look into hosting new events – aromatherapy night or Green Terraniums  
Post book sale flyer at Post Office, Ward's, Sharon Market

**Kirstin:**

Submit book sale information to Sharon Cable TV  
Send out adopt a book certificates for sponsors

**Lee Ann:**

Submit book sale press release

Kirstin motioned to accept the March minutes  
Kate seconded  
Motion passed

Financial Report: Giselle  
Paint night ended up costing us \$56, but now we have supplies and should be able to make a profit next time.

Kirstin motioned to accept financial report  
Amity seconded  
Motion passed

**Book Sale:**

We only have 13 lawn signs (seem to have lost some along the way).

Joanne will ask Nancy and Mary Alice if they have any lawn signs (post meeting: they don't)

We reviewed lawn sign locations from last year. We eliminated and prioritized locations since we only have 13 signs. Joanne, Carolyn and Elizabeth will post the signs.

Giselle will look into cost and timing of having more signs made (might have to wait until next year)

The Mom's Club contacted Elizabeth about holding a children's book swap at the library and then giving us the leftovers. We didn't see the benefit of holding it during sorting because we would be at risk of losing more inventory than we gained. We decided it would be better to hold it in Fall and have Elizabeth store the leftover books.

Lee Ann and the DPW looked into the cost of renting dumpsters for the sale. The best option is \$375 from NE Recycling for a 10yard container for 4 weeks. Lee Ann will request a cover and a lock

Kate motioned to increase our booksale budget to allow for dumpster expense (final cost to be determined – Lee Ann will let us know)

Elizabeth seconded

Motion passed

Publicity:

Melody is in the process of moving and can't help with publicity this year. Lee Ann said she can help and will revise last year's press releases and submit to Boston Globe, Sharon Advocate, Sharon Patch and the Patriot Ledger

Kirstin will submit to Cable. She already submitted a digital slide to Miki.

Joanne

- ask superintendent to post flyers in schools
- email cottage PTO to confirm if they are donating leftover books from fun fair
- send out another email seeking volunteers and asking them to bring liquor boxes

We decided to hang the book sale banners at the library on May 1

Town-wide Mailing and Newsletter:

Kirstin brought it to the printer. Elizabeth will pick up when done.

Joanne will pick up bins and elastics from the Post Office. Kirstin will email Joanne with instructions on how to email out newsletter. Mailing should be in bundles of 50 or 100

By-laws: Joanne

Other Friends groups include wording in their by-laws to allow for email votes. Joanne presented suggested changes to our by-laws to allow for meetings and votes over phone or email. We will present the changes at our annual meeting for approval

Museum Passes:

Karen Mafera is now handling renewal of museum passes. A pass for Plimoth Plantation was used 50 times in Easton library last year. We will discuss ordering Plimoth Plantation pass next year as part of our budget planning.

Trustees and Library: No update

Our next meeting is May 8 at 7:30pm at the library

Kate motioned to adjourn

Amity seconded

Meeting adjourned