

Friends of the Sharon Public Library Minutes, Board meeting on Nov 17, 2018 – held at Sharon Public Library

Prepared by: Joanne Blatte

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

Key Tasks assigned at this meeting:

All:

Take down paint night flyers
Provide edits for Friends' yearly calendar

Amity:

Handle adopt a book fulfillment, as needed

Elizabeth:

Prepare and send Fall newsletter
Work with Giselle and Kate to renew liability insurance
Contact Sharon Credit Union, Eastern, and Herb Chambers about sponsorships

Giselle:

Handle adopt a books and memberships, as needed
Submit annual report to the state
Revise proposed budget for December meeting
Provide museum pass costs to Karen Mafera
Renew liability insurance
Confirm sponsorship amounts

Joanne:

Select adopt a books, as needed
Organize Civics 101 for the Spring
Update board contact info
Distribute Friends' yearly calendar to board

Kate:

Share membership data and process to Zuneira

Kirstin:

Contact Dedham Savings about sponsorship
Create a flyer for museum passes

Lee Ann:

Ask Karen Mafera to update museum pass spreadsheet, as needed

Zuneira:

Help Kate with membership

Welcomed Zuneira as a new board member. Joanne will update the board contact info.

Elizabeth motioned to accept October minutes

Amity seconded

Motion passed

It is time to renew our insurance. Elizabeth will contact them to renew and transfer policy to Kate.

Joanne will email yearly calendar of activities to all board members for updating.

Zuneira volunteered to help Kate with membership database.

Newsletter: Elizabeth

Elizabeth will try and get it out in the next few weeks. It will include annual meeting recap and save the dates for March Paint Night, Civics 101 and Book Sale

Paint Night: Kate

No one signed up so far. We decided to cancel it. We think maybe the timing – too close to Thanksgiving, the painting subject. We will still hold one in March

Library Wish list: Lee Ann

Lee Ann distributed her wish list items for next year. Lee Ann added in a request for \$250 to provide food for when the library hosts a legislative breakfast on 2/8 (8am-9am)/ Sharon selectmen, Senator Feeney and Lou Kafka are all invited.

Lee Ann also added in a request for funds to provide refreshments for a local author reception – aiming to have in March

Museum passes:

We reviewed museum pass usage spreadsheet. We decided to:

-eliminate Boston by Foot

-add in Peabody Essex Museum (PEM) for \$475 and Plimoth Plantation for \$150

-add a 2nd Capron Park Zoo pass

-reserve judgement on Battleship, Fairbanks, New Bedford, Whaling, and EMK because they are all new

RISD is revamping its program. Boston's Dreamland Wax Museum was on the list. Lee Ann will ask Karen about this pass – is it free or do we have to pay for it. Some of the costs were incorrect. Giselle will work with Karen Mafera and Lee Ann to update costs in the spreadsheet.

Lee Ann is looking into cost for Southwick Zoo. We agreed to fund up to \$250 for Southwick Zoo pass.

Elizabeth will test to see if the Capron Zoo Pass also works at the Museum of Science

Joanne will ask Mass Friends email list how they promote their museum passes

Lee Ann will ask other directors how they promote museum passes.

Kirstin will make a flyer to promote museum passes that we can post in pre-schools and public schools.

Sponsors:

Elizabeth will contact Sharon Credit Union, Eastern, and Herb Chambers

Kirstin will contact Dedham Savings

Giselle will confirm sponsorship amounts with Elizabeth and Kirstin

Financial Report and 2019 proposed budget: Giselle

We would like to reduce contents of town-wide mailing and cost. We will not print an entire form for adopt a book.

Giselle will

- Add in \$200 in expenses for paint night and add in projected revenue based on last year's revenue.
- Add in \$250 for children's author event with mom's club
- Remove Cow Patty Bingo

Elizabeth motioned to fund museum passes up to \$7,785

Amity seconded

Motion passed

We will approve 2019 budget next meeting after Giselle makes revisions.

Library update: Lee Ann

Insurance company dropped the library. Agent is now trying to find new companies to take over liability and the building. Library can't put in a water fountain because of lead.

Library is going to capital outlay to fix roof. Awning has been placed over the back door.

Our next board meeting is Monday, December 17th at 7:30 pm

Amity motioned to adjourn

Elizabeth seconded

Meeting adjourned