

Friends of the Sharon Public Library Minutes, Board meeting on November 14, 2016 –
Held at Sharon Public Library

Prepared by: Joanne Blatte

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

Key Tasks assigned at this meeting:

All:

Carolyn:

Elizabeth:

Prepare December newsletter

Solicit sponsors – Sharon Credit Union, Eastern Bank and Herb Chambers

Contact Crescent Ridge about Cow Chip Bingo

Giselle:

Continue to manage membership and adopt a book forms as needed

Revise financial report with updated budget

Email board with last year's sponsor information

Ask local friends groups which insurance brokers they use

Ask Canton friends about their maker space event

Joanne:

Select adopt a books, as needed

Facebook and Website updates

Email URL for page with our sample documents

Kate:

Provide Elizabeth with membership list for newsletter labels

Coordinate members and donors with Giselle

Follow up with insurance brokers

Kirstin:

Submit request to Dedham Savings

Carolyn motioned to accept October and annual meeting minutes

Kate seconded

Motion passed

Financial Report: Giselle

\$775 under programming is based on invoices received so far for programming occurring during this financial year

We currently have \$28,675 in all our bank accounts

Membership was lower than expected last year, but donations were up

We revisited our discussion about how to handle people who donate, but are not members. We decided to make them members at the highest membership level their donation will support. Any extra money will be considered a donation

Kate and Giselle will coordinate handling membership and donations and how to record in the database

Giselle will email board last year's sponsors and how much they gave

Kirstin agreed to submit sponsorship request to Dedham Savings

Elizabeth will submit requests to Sharon Credit Union, Eastern Bank, and Herb Chambers. Elizabeth will confirm the process with Mary Lou

Kirstin motioned to accept financial report

Mary Alice seconded

Motion passed

Wish list: Lee Ann

Lee Ann reviewed her wish list.

We will review museum passes at our next meeting

Mary Alice motioned to fund the following

Children's Programming: \$4,500

Youth Programming: \$2,000

Adult Programming: \$3,500

Program supplies: \$500

Rental Materials: \$1,500 and to continue to fund museum passes, event keeper and constant contact – final costs need to be confirmed

Carolyn seconded

Motion passed

Annual meeting recap:

Over 50 people attended and event was successful.

One problem was that we only had one microphone in the community room so panelists didn't have a microphone. We told Lee Ann that we would be interested in funding new microphones and audio speakers for library. Lee Ann will determine cost and make a request at a future meeting

Liability Insurance: Elizabeth

Kirstin obtained quotes from 3 different insurance brokers. Kate will follow up with brokers and report back to board
Giselle will ask local friends groups which insurance brokers they use

Fundraising events:

We will discuss at future meeting whether we want to do mini-golf event again. Since Downton Abbey is no longer on, we need a new event to replace our tea. Elizabeth handed out a flyer with fundraising ideas from other libraries.

Giselle will ask Canton Friends about their maker space event

We liked the idea of Cow Chip Bingo. Elizabeth will contact Crescent Ridge to see if they have any interest – maybe during their Fall Farmer's Market

We brainstormed other ideas:

Wards Berry Farm
Literary Trivia Night
Paint Night
Historical Portrayal/Speaker
Gamewright game night

Trustees Update: Carolyn

Working on Lee Ann's evaluation
Held successful Vera Cross gala

Director update: Lee Ann

Sharon Historical Commission reps approved the plan for exterior of new building.
Hoping to have plans by 12/2. Library will invite community to view the plans on Fridays 12/2-12/16

December newsletter:

Elizabeth will include a reminder for people to check out our ways to give page – consider donating or adopting a book as a gift or using Amazon Smile when making online purchases

Plan is to go to town meeting in May to get approval for funding for schematic design

Town meeting is 12/5 so our next meeting will be 12/12 at 7:30pm at the library

Mary Alice motioned to adjourn

Amity seconded

Motion passed