

Friends of the Sharon Public Library Minutes, Board meeting on May 9, 2016 – held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Kirstin Gray, Carolyn Weeks, Mary Lou Kirkpatrick, Mary Alice Dowdell, Giselle Princz, Kate Mason, Joanne Blatte, Lee Ann Amend (library director)

**Key Tasks assigned at this meeting:**

**All:**

Sorting and sale  
Get boxes from liquor stores  
Post book sale flyer around town

**Carolyn:**

Buy stickers for bake sale  
Buy balloons for book sale

**Elizabeth:**

Buy supplies for book sale, as needed

**Giselle:**

Print out tax receipts for book donors  
Get cashboxes ready for book sale  
Frequently check PO box and Friends box for new membership forms and get them to Kate

**Joanne:**

Manage volunteers for book sale  
**Adopt books for sponsors**  
**Bring sponsor sign**  
**Check for calculators, buy if needed**

**Kate:**

Bring clipboards for the sale  
Revise tally sheets and email to Lee Ann to print out  
Print out flash sale tally sheets  
Update membership list and print out active membership on 5/18  
Buy 48 water bottles for sale

**Kirstin:**

Revise and print out category signs  
Make poster with raffle winners  
Bring tarps for book sale  
Get her husband to pick up books from Mary Alice

Kate motioned to accept April minutes

Carolyn seconded

Motion passed

Financial Report: Giselle

- Need to revise Mini-golf income (should include tickets, sponsorship and raffle)
- Postponed approving until after corrections
- Our raffle permit needs to be renewed and revised with Giselle's name. Kirstin will renew

Our next meeting is scheduled for June 13. Kirstin will ask Elizabeth if she can host our pot-luck again.

Building update: Lee Ann

Both library warrant articles were approved at town meeting

Lee Ann showed us plans for renovated library – same location, but expanded space and 3<sup>rd</sup> floor added

Lee Ann is presenting plans to Sharon Historical Society on Tuesday.

Skylights in library are leaking. They are trying to figure out best way to fix/reseal

Library on Wheels: Lee Ann

Going well. They will deliver to anyone who can't get to the library, elderly, sick, mother with sick or young child

Book Sale:

Joanne will check for sponsor sign

We discussed accepting credit cards. It takes a while to set up the process. We will look into for next year.

Kate will remove the year from the tally sheets so we can use leftovers next year. Kate will email Lee Ann tally sheets to make copies (Qty: 300).

Giselle needs to frequently check the Friends PO box and Friends box at library for new membership forms and get them to Kate so she can update membership list for Friends preview day

Kate will revise flash sale tally sheets

Amy Garcia and her kids are running bake sale for us. Carolyn will buy stickers for bake sale

Kate will buy 48 water bottles for bake sale

Giselle will stock money for cash boxes (\$50 in cash and 6 rolls of quarters – confirm with Nancy). Need to restock cash on Friday or early Saturday before bank closes. Joanne will check for calculators.

Ken Amend will volunteer at book sale on Thursday

Mary Alice will ask Vic to get more boxes

Jim Gray will go to Mary Alice's house to get their boxes of donated books

We have about 25 bakers

Our next board meeting is Monday, June 13 at 7:30pm - location to be confirmed

Mary Alice motioned to adjourn

Kate seconded

Motion passed