

Friends of the Sharon Public Library Minutes, Board meeting on May 13, 2019 – held at Sharon Public Library

Prepared by: Joanne Blatte

Present: Elizabeth Kassab, Carolyn Weeks, Kate Mason, Joanne Blatte, Kirstin Gray, Alice Cusner, Giselle Princz, Lee Ann Amend (library director), Michael Della Bitta (guest)

Key Tasks assigned at this meeting:

All:

Bake Sale

Book Sale

Amity:

Handle adopt a book fulfillment, as needed

Bake for bake sale

Carolyn:

Help get bakers for bake sale

Confirm with Cheryl that she can open on Saturday and Sunday am

Elizabeth:

Contact friend to see if she wants leftover children's books

Giselle:

Handle adopt a books and memberships, as needed

Bring cash box and cash for book sale

Bring envelopes for tally sheets and membership forms/checks

Bring any late arriving membership forms for Thursday sale

Joanne:

Select adopt a books, as needed

Promote Shaw's tag program on Facebook after the book sale

Print out volunteer signup for sale

Coordinate returning tables to Nancy's house

Follow up with Post Office about mailing cost

Kate:

Handle membership, as needed

Bring membership lists for sale on Thursday

Bring cash box for bake sale

Prepare and stock 2 clipboards

Create numbered cards for line placement

See if anyone is interested in leftover children's books

Kirstin:

Contact Brattle Book Shop about “valuable” books
Modify Square items to include a membership line item – if people want to pay by credit card

Lee Ann:

Help coordinate moving tables back to Nancy’s
Confirm More Than Words pick up of leftover books
Create buttons for volunteers

Kate welcomed Michael who was interested in learning more about the Friends. We all introduced ourselves and explained our roles and responsibilities.

Kirstin motioned to approve April minutes
Giselle seconded
Motion passed

Financial Report:

Kirstin and Giselle explained that the mailing cost situation. The bulk mailing specialist at the Sharon Post Office retired. The new specialist says that the mailing costs a lot more. We are unsure how the Post Office previously calculated our rates – non-profit? Retail direct mail? Joanne is now in contact with Lori Moses, Biz Development Specialist, out of Brockton office. She is looking into our situation.

Elizabeth motioned to accept financial report
Amity seconded
Motion passed

Boston By Foot. Patrons have asked about it and it is listed on the library website and in our brochure. We had voted to discontinue it because there were problems with the pass. Karen Mafera is now asking to buy it again. Patrons have been asking for it.

Shaw’s Reusable Bag:

We made \$64 from the sale of reusable bags. We can now participate in a tag program. Shoppers can write our name in on a tag that comes with the bag and we will receive \$1 for each tag.

Joanne will promote on Facebook and our website after the book sale.

Civics 101:

It was very informative. We had low attendance. It was taped for cable and is now available on cable’s website. Fred Turkington said he would participate again next year and help us promote the event more. We wondered if we would get more people if we held it after school vacation but before the book sale collection.

There has been a lot of talk in town about changing our form of government and getting rid of town meeting. We discussed having Colleen Tuck, a former selectperson, come speak about the various forms of town government and what happened in 2009 with the charter commission's proposal of changing our form of government.

Book sale:

We close with the library on Thursday and Friday. Carolyn will confirm that Cheryl can open up on Saturday and Sunday at 8:30 am. Kate can close on Sunday at end of sale. We discussed what to do if it rains or is too muddy on Thursday and we can't put the booksellers outside. We decided to set up our tables in an "L" shape with one table being for cashiers and one table to store book sellers' books.

Giselle will prepare the cash boxes. She normally starts with 2 rolls of quarters, 150 tens, 150 fives, 150 ones. Giselle will also bring an envelope for membership forms (Lee Ann will print more) and one for tally sheets.

Kate has cash box for bake sale

Reviewed pricing. We agreed/confirmed that all trade paperbacks (adult and children) are \$1.50.

Lee Ann will make buttons for book sale volunteers. Joanne will email list of volunteers to Lee Ann.

Kirstin reviewed Square with the board. Most volunteers are not comfortable being cashiers. Board members and Nancy Bass will be cashiers.

We reviewed roles on each day of book sale. Kate will make numbered cards to hand out to book sellers on Thursday and any patrons who line up on Sunday.

Joanne will be there at 1 pm on Thursday to hand out numbered cards to book sellers. Lee Ann will notify staff to tell this to any book sellers who come earlier on Thursday.

We decided not to sell drinks at the bake sale.

Flash Sale. We will decide after Thursday if we are comfortable handling flash sales on Square.

We are hoping to return tables to Nancy's house on 5/20. Lee Ann will help coordinate pick up with DPW.

Director Update: Lee Ann

Received approval to repair roof and front stairs. Obtained funding to digitize historical material

Will be hosting a Death Café, a discussion on how different cultures handle death.

The town is considering (early stage) buying 66 N. Main St., house and property next to new library location at 1 School St.

Our next board meeting is Monday, June 10th at 7:30 pm. This is normally a pot-luck. We will discuss via email after the book sale

Kirstin motioned to adjourn

Amity seconded

Meeting adjourned