

Friends of the Sharon Public Library Minutes, board meeting on April 8, 2024 – held on Zoom. Prepared by: Joanne Blatte

Present: Joanne Blatte, Alice Cusner, Charlotte Hogan, Elizabeth Gonzalez James, Amity Kelley, Matthew Landau, Kate Mason, Catherine Ranahan, Carolyn Weeks, Lee Ann Amend (library director)

Amity Kelley ran the meeting in Elizabeth Kassab's absence

Key Tasks assigned at this meeting:

All:

Promote upcoming events

Sign up for and promote book sale and bake sale

Bring boxes to the community room

Alice:

Adopt a Book, as needed

Manage the membership database as needed

Provide new member interested in volunteering to Catherine

Amity:

Revise table chart handout to be alphabetical by genre

Print category signs

Review draft of volunteer instructions

Carolyn:

Keep us updated on trustees' and new library issues

Check PO Box and Friends box regularly

Ask permission to put a sale lawn sign at Chalkfest

Catherine:

Create master volunteer list

Review draft of volunteer instructions

Charlotte:

Order "book sale today" lawn signs

Elizabeth GJ:

Help with social media, as needed

Buy Angel's giftcards for the staff

Elizabeth K:

Email members, as needed

Meet with Matt and Eastern bank rep to discuss CD for savings portion of FOSPL account.

Email members about renewing membership and book donation and sale info (including volunteer links)

Joanne:

Help with Website, Facebook, and Instagram

Reschedule movie and discussion

Email book sale instructions to volunteers

Kashmica:

Follow up with Amy, at library, about Middle School author talk.

Kate:

Coordinate table pick up and return with Nancy Bass

Pick up the banners and the stickers for the lawn signs

Deliver banner to DPW

Lee Ann:

Post our event slides on library TV

Coordinate table pick up and return with Sharon DPW

Matthew:

Handle memberships, donations, finances, as needed

With Elizabeth K, meet with Eastern bank about possible CD

Get cash for the book sale

Alice motioned to approve March 4, 2024 minutes

Carolyn seconded

Motion passed

Finance update: Matthew

Matthew renewed Quicken and our PO Box

Paint night brought in \$475 (before expenses)

We received \$1,500 check for Dedham Savings donation

Matthew paid Signarama for banner update and sticker printing

We received our first quarter payment from Bay State Books. Kate will confirm that the payment includes the 2 bins at Shaw's Plaza AND the bin at the Sharon Market

Alice motioned to accept the financial report

Kate seconded

Motion passed

Trustees: Carolyn

Holding construction meetings every Friday

Director update: Lee Ann

Weeding out library collection before the sale. Board members should drop off boxes to store these books in the community room.

Trustees will vote to pay Derrick Craven, the custodian, for working 2pm-6pm on Sunday of the book sale.

Putting RFP out for shelving. Working on AV for new library

Purchased a new tarp for the book sale dumpster

WNDR does not have a museum pass.

Event recap:

Postcard mailings went out. 7 people joined/renewed so far – 1 was a new Sharon resident

Elizabeth GJ author talk was well received. Paint Night had 11 people participate and it was very successful. In future, we probably only need beverages and maybe one snack. Also, have a donation jar (if allowed)

Garden Club Forum: Friends had a long table with 5-6 seats. Half the table was rock painting activity and other half was for decorating wood bookmarks and paper bookmarks. We handed out book sale postcards and museum pass brochures

Library week is this week. Elizabeth EJ will buy Angels giftcards for the staff.

Book Sale:

We still need help at the sale and baked goods.

Elizabeth Kassab will send an email out to members – membership and book sale info and volunteer links

Kate ordered the updated banners and lawn sign stickers. Kate will bring banner to DPW. We are confirmed to pick up the tables from Nancy Bass on 4/29

We reviewed the table layout. Joanne and Kate will forward old book sale pictures to Amity to confirm layout of tables and category locations

Amity, Catherine, and Kate will review draft volunteer instructions that Joanne forwarded to them.

Charlotte will order 10 lawns signs that say “book sale today” Sharon Public Library

We reviewed and confirmed the lawn sign locations around town. Lawn signs and stickers are in storage closet at the library. Board members who are responsible for placing lawn signs should put stickers on the lawn signs and pick them up from library

Amity will print category signs. Kate will review and purchase supplies

Elizabeth GJ motioned to adjourn

Carolyn seconded

Meeting adjourned

Future meeting dates: **5/8** (new date due to town meeting on 5/6 and maybe 5/7), 5/20 (book sale debrief), and 6/10