

Friends of the Sharon Public Library Minutes, Board meeting on October 3, 2022 – held via Zoom. Prepared by: Joanne Blatte

Present: Joanne Blatte, Alice Cusner, Elizabeth Gonzalez James, Elizabeth Kassab, Amity Kelly, Kate Mason, Carolyn Weeks

Key Tasks assigned at this meeting:

All:

Promote annual meeting and upcoming events

Alice:

Adopt a Book, as needed

Arrange to have boxes of books moved to her house

Staff table during Friends week

Amity:

Contact Life Expressions Décor about fundraising event

Prepare to moderate Chuck Hogan talk on 12/8

Print out bookmarks for Friends week table

Bake for annual meeting

Carolyn:

Keep us updated on trustees' and new library issues

Look into a welcome flyer for new residents

Confirm paper goods in storage

Request banner placement for 2023 book sale in November

Elizabeth K:

Work with Matthew to become PayPal account mgr

Prepare and send out member email

Elizabeth GJ:

Prepare and manage bookshop.org Friends site

Work with Kate on talk for April

Bake for annual meeting

Staff table during Friends week

Joanne:

Help with Website, Facebook, and Instagram

Organize Civics for Adults with LWV

Create social media graphics and flyer for Chuck Hogan talk

Provide civics graphic to Elizabeth

Connect Alice with donor of lots of books
Staff table during Friends week

Kashmica:

Work with Kate on Card Making event

Kate:

Handle membership and sponsorship tracking, as needed
Prepare annual report for annual meeting
Write up current responsibilities for board members to review
Ask Lee Ann about Friends shelves near circulation
Email postcard graphic to Elizabeth
Print more postcards and provide material for Friends week table
Ask Lee Ann if we can have candy at Friends table
Ask Lee Ann about authors selling their books in library
Bake for annual meeting
Staff table during Friends week

Lee Ann:

Confirm cost of new reservation system
Contact Kate about Friends shelves
Assist Kate with Friends table
Confirm whether authors can sell their books in library

Matthew:

Handle memberships, donations, finances, as needed
Work with Elizabeth K to make her PayPal account manager
Prepare financial report for annual meeting
Work with Elizabeth GJ on bookshop.org payment process

Amity motioned to approve September minutes
Alice seconded
Motion passed

Sharon Day recap:

People appreciated the free games and books (fiction and children's books were most popular). It was windy so most kids took the flipbooks or bookmarks to do at home
We received \$68 in donation jar + \$5 via Paypal (the booth cost \$50)
One person signed up for more information about the Friends
Kate put some leftover books in the bin but still has about 2 boxes
Kate had printed 60 postcards and only had 3 left

Alice suggested we have free books at more events. We think it would be best to have free books at events not being held at the library. We could donate the leftover books to our Friends shelves near adult circulation desk. Kate will ask Lee Ann for more

information about those shelves – should we be restocking them throughout the year. We could periodically pick up books from Baystate Books.

Financial Report: Matthew absent

Matt will update finances for next meeting when we review the proposed budget for next year.

Matt and Elizabeth still need to designate Elizabeth as PayPal contact manager

Trustees:

The engineer and architect with SSBC. SSBC will not be asking for a vote at town meeting for additional funds. There is hope that COVID funds be used to cover the increased cost in construction of new libraries that are in the process of receiving state grants. There are 12 MA towns in need of more funding. The trustees have asked library supporters to write letters to state officials requesting COVID funds be used to cover the increase in construction costs.

We were all in favor of asking our members to write letters to state officials. We discussed when to send an email to members.

We need to notify members about our annual meeting this week in compliance with our bylaws. Kate is working on the annual report.

Elizabeth will send an email this week and then a fall newsletter with more details. Email will include upcoming events (postcard graphic).

Annual Meeting:

Our annual meeting is Thursday, 10/20 in-person. We are having Katherine A. Sherbrooke, author of Leaving Coy's Hill, give a talk. Susan Eggiman, the new adult librarian, will have her book club read this book and invite them to our annual meeting.

We will have light refreshments. Water and a few desserts. Carolyn will check to see if we have water dispenser, cups, plates, and napkins in storage at the library.

Amity, Elizabeth GJ and Kate will bake individually wrapped treats for the annual meeting. We should all promote the event.

Kate will ask Lee Ann if the Katherine A. Sherbrooke is selling her books that night.

Matt will prepare financial report for annual meeting.

Joanne will print civics flyer for Lucite holder at annual meeting. Joanne will create a flyer for Chuck Hogan talk. Kate will print more postcards with upcoming events to be available at the library for Friends library week and at our annual meeting.

Upcoming Events:

Friends Week is October 16-22. Lee Ann has approved us having a display table upstairs and downstairs. We discussed having board members staff the display table throughout the week. We think that the adult area is busier in the morning and that the children's area is busier in the afternoon (after school and when children's events are being held). Table staffing:

Elizabeth GJ – 10/15 morning, 10/19 at 3:30pm.

Alice – 10/21 1pm-3pm

Kate – 10/19 1pm (Quilting class time)

Joanne – 10/18 10am-12pm

Kate will ask Lee Ann if we can hand out candy at the table (Dumdums, hershey kisses). We will have membership forms, postcards, children's bookmarks (Amity will print out more)

Civics for Adults – first session 12/4 at 7pm. Joanne/the League of Women Voters are organizing 4-part Zoom series that will be sponsored by us, the Sharon Library, the Stoughton Library and SOLA (Stoughton's library group). Each session costs \$375. We have confirmed session 1 for December 4th at 7pm on Misinformation, Fake News, and Propaganda. Hanna Switekowski (from LWV) will ask an elected official or community leader to "host" each session. We are hoping that LWV high school members will moderate the Zoom chat for questions.

Flyer and graphics are created. Joanne already posted Facebook event and we can all start promoting.

Chuck Hogan talk: 12/8 at 7pm in person at the library

Kate will ask Lee Ann if Chuck can sell books.

Joanne will create graphics

Holiday Card Making:

Kate is working with Kashmica on this event and still finalizing timing.

Elizabeth Gonzalez James talk:

Elizabeth and Kate decided that it would be better to have Elizabeth do an author talk instead of a writing workshop. Elizabeth has new books coming out in March and September 2023. Kate and Elizabeth will determine a date (maybe April).

Life Expressions Décor:

At Sharon Day, Beth Levine, who runs DIY parties creating wood signs, offered to run a part as a fundraiser for the Friends. See Life Expressions Décor on Facebook. She would charge \$30, and we would get \$10 for each participant. We thought this could be fun. We suggested Valentine's Day or graduation time. Amity will contact Beth Levine to discuss details.

Adopt-A-Book:

Alice adopted

- 2 books in honor of Karen Mafera's years of service at the library
- A book in memory of Penny Altman (who was a big supporter of adopt-a-book)

We should adopt a book closer to holiday season

Book sale:

Carolyn will request banner for book sale

Joanne mentioned that she has a friend with a lot (1,000?) books boxed and ready to be donated. Alice offered to store in her basement. Joanne will put Alice in touch with her friend.

Bookshop.org

Elizabeth GJ suggested we host a customized site on bookshop.org. The page highlights books we think people might buy. If a person uses our link to buy a book, Bookshop.org handles the sale and we get 10% of the sale price. Other Friends groups have pages. We probably won't make a lot per year, but Elizabeth says she would be willing to manage our page. Our page could include most circulated library books and local authors. Elizabeth told us that she gets free digital images from unsplash.com

Elizabeth GJ will need to work with Matthew on linking to our bank for payments from Bookshop.org

Amity motioned for Elizabeth GJ to create our bookshop.org site

Alice seconded

Motion passed

Our next meeting is annual meeting on 10/20 at 6:45pm and board meeting on 11/7 at 7 pm.

Amity motioned to adjourn

Alice seconded

Motion passed

Future meetings: 11/7, 12/5, 1/9, 2/6, 3/13, 4/3, 5/1, 6/12