

Friends of the Sharon Public Library Minutes, Board meeting on September 12, 2022 – held via Zoom. Prepared by: Joanne Blatte

Present: Joanne Blatte, Alice Cusner, Elizabeth Gonzalez James, Elizabeth Kassab, Amity Kelly, Kate Mason, Matthew Landau, Kashmica Sarkar, Carolyn Weeks, Lee Ann Amend

Key Tasks assigned at this meeting:

All:

Sign up for Sharon Day
Promote annual meeting

Alice:

Adopt a Book, as needed
Pick up books at Baystate Books
Bring donated board games to Sharon Day

Amity:

Pick up books at Baystate Books, if available
Prepare to moderate Chuck Hogan talk on 12/8

Carolyn:

Keep us updated on trustees' and new library issues
Look into a welcome flyer for new residents
Request banner placement for 2023 book sale in November

Elizabeth K:

Work with Matthew to become PayPal account mgr

Elizabeth GJ:

Prepare and run the writing workshop fundraiser
Research and propose cost for writing workshops

Joanne:

Help with Website, Facebook, and Instagram
Organize Civics for Adults with LWV
Create social media graphics for annual mtg

Kashmica:

Draft a description of Holiday Card Making event
Bring donated board games to Sharon Day

Kate:

Handle membership and sponsorship tracking, as needed

Write up current responsibilities for board members to review
Arrange to get bookcase from Nancy
Bring table, canopy, and volunteer pins to Sharon Day
Gather/purchase materials for Sharon Day

Lee Ann:

Confirm cost of new reservation system
Confirm what will be at Sharon Day library booth
Ask Rachel Savage if she can provide any materials for our booth
Make volunteer pins for new board members
Ask Amy Tobey if Sharon TV can record annual meeting
Check library calendar for writing workshop dates

Matthew:

Handle memberships, donations, finances, as needed
Work with Elizabeth to make her PayPal account manager
Prepare financial report for annual meeting

Kate suggested that we start putting documents in the Friends google drive and share link with board members.

Amity motioned to approve June minutes
Alice seconded
Motion passed

Financial Report: Matthew

Donations are up this year due to donations made in memory of Minna Katz.

Lee Ann has been able to cover a lot of programming in her budget and has been using our funds for supplies. Lee Ann cannot use library budget for supplies. Lee Ann will confirm if there are any outstanding invoices for programming.

A patron is interested in funding a museum pass to the Rhode Island Children's Museum. Lee Ann will arrange for the new fiscal year.

JFK Museum sent a free pass for July – December. They are revamping their museum pass program in 2023.

We have more than \$34,000 in the bank. We might be able to increase our pledge to the Foundation for new library building and/or pay it over a shorter time.

The library is changing reservation system from Eventkeeper to Assabet Interactive. We used to fund Eventkeeper. Lee Ann currently covers the cost with her library budget. We

have enough money to cover this cost again. Lee Ann will inform us of the cost so we can decide.

Alice motioned to accept the financial report
Kashmica seconded
Motion passed

Director's update:

Karen Mafera, circulation supervisor, retired due to illness. Alice suggested and we all agreed that we adopt a book in honor of Karen's years at the library.

The library is switching to a new patron print management system. There will be new copy machines kiosks for patrons that accept credit cards and apply pay. Patrons will use an app to allow wireless printing.

Videoconferencing is all set. The library had to replace the projector for \$4,000. The library can do hybrid and Zoom meetings.

Long-range planning due in October

Trustees:
New library still has a neighbor suing.

Sharon Day:
Sharon Day is 10/2 11am-3pm. The library has a booth and we are next to their booth in the middle of a row.

We will set up at 10am and have 3 timeslots. Joanne will create a signup form for board members to sign up for slots. The event is rain or shine.

We brainstormed what to have at the booth:

- Alice will arrange to go pick up books from Baystate Books
- Donation jar
- Blank bookmarks for children to decorate with markers and stickers
- Flip book creation (small index cards, hole punch, brad/paper fasteners)
- Kids chairs
- Alice and Kashmica will donate board games

Lee Ann will confirm what the library booth will have and see if Rachel can provide some materials (crayons, markers). Jennifer, the new adult librarian, will be at the booth.

Kate will bring a folding table, canopy, and volunteer pins. Lee Ann will make volunteer pins for new board members. Kate will arrange to pick up pink bookcase from Nancy.

Kate will create postcards – promoting membership and highlighting upcoming events (join, annual meeting, civics for adults, 12/8 Chuck Hogan talk)

Kate told us that the museum pass brochure needs to be updated.

Annual Meeting:

Our annual meeting is Thursday, 10/20 in-person. We are having Katherine 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
Lee Ann will ask Amy Tobey at Sharon TV if they can record the annual meeting

Kate created a flyer. Joanne will create a Facebook event and post that we can all share. We should all promote the event.

Matt will prepare financial report for annual meeting.

We discussed officers for next year.

Secretary – Joanne

Treasurer – Matt

VP – Elizabeth

President – Kate really wants to step down. No one agreed to take over the role. Kate (thank you Kate!) agreed to stay on for another year but requested that others take over some of her responsibilities. Kate will provide us more detail about where she needs help.

Upcoming Events:

Civics for Adults. Joanne/the League of Women Voters are organizing a 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. Lee Ann will fund both our sponsorships for \$750 (out of funds for adult programming). (Post meeting edit: Library will pay for one session and Friends will pay for one session) We are working to confirm dates – December through March, one session per month.

Joanne will finalize graphic once dates are confirmed.

Writing workshops: Elizabeth Gonzalez James

Elizabeth will host a 4-part in-person writing workshops. Participants will write, share and critique others. Sessions will probably be 1 ½ -2 hours. Start at 6pm. Participants could be high school age and older. Limited to 15.

Elizabeth proposed 4 consecutive Wednesdays – 1/18, 1/25, 2/1, 2/8. Lee Ann will check library calendar for availability.

We can charge as a fundraiser for us. We proposed \$40 total. Elizabeth GJ will look at rec dept offerings to see if \$40 seems reasonable.

Holiday Card Making on Zoom: Kashmica Sarkar

Kashmica proposed leading 2 sessions: one with watercolors and one with acrylic. Kashmica could provide participants a list of materials to purchase, or we could have a fee to cover the cost of materials. Each session would be 1 ½ hours. Could be held during the day.

Kashmica will draft a description with details of the event.

12/8 Chuck Hogan, Sharon resident and author of Gangland, will give a book talk. Amity will moderate the book talk with Chuck. Light refreshments. Lee Ann suggested we say “live presentation” or “live performance” to be clear it is not on Zoom.

Alice asked Lee Ann if we can increase our visibility on the new Sharon Public Library website – could we be included in the How Do I...drop down list. Lee Ann and Joanne will revise.

Our next meeting is 10/3 at 7 pm.

Alice motioned to adjourn
Matthew seconded
Motion passed

Future meetings: 10/3, 11/7, 12/5, 1/9, 2/6, 3/13, 4/3, 5/1, 6/12