

Friends of the Sharon Public Library Minutes, Board meeting on December 13, 2021 – held via Zoom. Prepared by: Joanne Blatte

**Present:** Joanne Blatte, Alice Cusner, Amity Kelley, Kate Mason, Elizabeth Kassab, Carolyn Weeks, Matthew Landau, Giselle Princz

In order to slow/stop the spread of COVID-19, we are holding our board meetings on Zoom.

**Key Tasks assigned at this meeting:**

**All:**

Recruit new board members  
Think about events for winter/early spring  
Consider volunteering to organize an event next year  
Add book sale ideas to google doc

**Alice:**

Adopt a Book, as needed

**Carolyn:**

Keep us updated on trustees' and new library issues  
Talk to Lee and Trustees about tent at May book sale  
Confirm dates of book sale with Lee Ann and trustees

**Elizabeth:**

Meet at Eastern Bank to add Matthew and Kate

**Joanne:**

Help with Website, Facebook, Instagram, and Twitter  
Meet at Eastern Bank to add Matthew and Kate to account

**Kate:**

Handle membership and sponsorship tracking, as needed  
Meet at Eastern Bank to add Matthew and Kate to account  
Confirm dates of book sale with Lee Ann and trustees

**Lee Ann:**

Confirm book collection and sale dates for May  
Determine if tents or tables can be outside at sale  
Finalize museum passes

**Matthew:**

Handle memberships and donations, as needed  
Matthew will confirm what \$2,061 line item is in this year's income  
Meet at Eastern Bank to add Matthew and Kate to account

**Financial Report:**

We reviewed the monthly report for Oct/November. The \$23.41 under expenses is PayPal fees. The \$665.41 includes dumpster and book sale supplies. We have \$27,507 in the bank.

The Firemans donated \$200 to the Friends. Giselle will send their info to Kate so Kate can send a thank you.

Amity motioned to accept the financial report  
Elizabeth seconded  
Motion passed

Elizabeth motioned to approve November minutes  
Amity seconded  
Motion passed

Giselle is stepping down from the board. This was her last meeting. Matthew will purchase a \$30 Barnes and Noble gift card for Giselle. Elizabeth will write check to reimburse Matthew. Kate will purchase a card. Alice will adopt a book in honor of Giselle (we suggested a book on Israel or Israeli dancing).

Amity motioned to purchase \$30 Barnes and Noble gift card  
Matthew seconded  
Motion passed

**November book sale debrief:**

Our May book sale will be May 20 – 22 – Kate/Carolyn will confirm dates with Lee Ann. We won't be able to spread outside of the community room because the library will be open to patrons. Carolyn will ask Lee Ann and the trustees if we can put up a tent(s) outside or tables if tents are not allowed. Tents are difficult and expensive to rent now due to COVID. Depending on size of tent needed, we could ask members if anyone has a tent.

Joanne created and shared a document in google drive for board members to add any ideas about the book sale. Here are some of the ideas we discussed:

- Some patrons didn't seem to know that we accept credit cards. Next sale, we will make sure to say we accept cash, check, or credit cards in promotional material. We can also add a starburst with this info to the pricing signs around the room

- We considered increasing the price of thin children's books to be 50¢ and increasing the price of graphic novels to at least \$2. We could put price stickers on graphic novels so cashier knows a graphic novel vs a trade paperback or regular paperback
- At end of sale, Alice took audiobooks to Whitney Place and large print books to adult center. Next year, we should reach out and coordinate donations to local senior living facilities and adult center before sale
- Kate received a list of types of desired books from the prison program
- Kate will ask Larry if there is a better way to prepare the leftover books for them to pick up. This year we had to remove all the books from their boxes and dump them into big boxes (Gaylords) outside the library and that were then loaded onto a truck
- We will also consider raising the price of bag day

#### Trustees Update:

2 appeals were filed over the ZBA approval of the new library. Court date must be set (hopefully in 30 days).

SSBC is determining if and how much more money is needed now for library construction. Town will need to vote to approve additional funds at town meeting in May. Construction costs have risen during the delay due to court case.

The town's facility manager has left.

#### Proposed 2021-2022 Budget: Matthew

We reviewed the proposed budget created by Giselle and Matthew. They looked back over 4 years (to include pre-covid numbers). Matthew will confirm that \$2,061 line item is for money earned from book bins, not the book sale.

Town-wide mailing. We need to decide if it is worth doing this to promote membership and book sale. We could buy ads on Facebook instead. We could send a simpler, less expensive mailer with QR code for membership form. We will discuss again at another meeting

Museum Passes. We reviewed the list provided by Lee Ann. The data seems incomplete and/or confusing. Each pass is on a different schedule for renewal. The data did not include usage (recently during covid or before). We thought the best way to handle was to approve funding for museum passes for \$6,000 (which should fund the entire list) and \$4,000 for programming as part of our overall budget and let Lee Ann and her staff determine which passes to prioritize and purchase. They can come back to us if they need more money or want to purchase a new pass.

Joanne motioned to approve proposed budget of \$18,979 for next year

Alice seconded

Motion passed

Everyone should think about events for February (Flour Moon Bakery for Valentine's Day?) and March. 2 local authors (Elizabeth Gonzalez James, author of Mona at Sea,

and Nwanne Udeka, author of An ABC Voyage to Africa) have expressed interest in an author talk.

Peter Kahle would like to hold an annual talk in October about the 10 best horror books. Perhaps, Melissa Caruso could do something similar for fantasy books.

Membership:

We are not very good at reminding people that it is time for them to renew  
Kate will investigate moving our membership data into Google sheets in google drive.  
We can then share access. We could then create emails lists for Elizabeth of people who need to renew each quarter. Joanne thinks Kirstin did this in the past.

Our next meeting is 1/10 on Zoom at 7 pm.

Our meetings will be: 1/10, 2/7, 3/7, 4/4, 5/2, 6/13

Amity motioned to adjourn

Alice seconded

Meeting adjourned