

Friends of the Sharon Public Library Minutes, Board meeting on March 7, 2022 – held via Zoom. Prepared by: Joanne Blatte

Present: Joanne Blatte, Elizabeth Kassab, Amity Kelly, Kate Mason, Carolyn Weeks, , Lee Ann Amend (library director),

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

Provide feedback on library website -

<https://docs.google.com/spreadsheets/d/1iXwSBAs9itFVC7G3TaE2qI8tdhQZr1Yo/edit?usp=sharing&ouid=110462590261386923918&rtpof=true&sd=true>

Promote speaker on March 10th

Attend Library long range planning discussion on 3/15 at 7pm

Alice:

Adopt a Book, as needed

Amity:

Create google signup form for Memoir Writing

Carolyn:

Keep us updated on trustees' and new library issues

Elizabeth:

Send email on 3/9 about March 10th speaker

Send membership drive email in April

Joanne:

Help with Website, Facebook, Instagram, and Twitter

Organize LWV speaker for March 10th

Kate:

Handle membership and sponsorship tracking, as needed

Continue to investigate food trucks for book sale weekend

Work on membership postcard

Matthew:

Handle memberships, donations, finances, as needed

Work with Eastern Bank to gain online access and obtain debit card

Set Up Quicken

Amity motioned to approve February minutes
Elizabeth seconded
Motion passed

Financial Report: Matthew absent
Matthew in the process of getting Quicken. Matthew emailed us a brief update on finances:

We made \$425 for our 2 fundraising events: \$300 Flour Moon and \$125 JeJes Coffee Roasters.

Donations and Membership received: \$558.85 in cash/checks and another \$360 in PayPal. We received \$529 in memory of Minna Katz (The Friends were designated by the family in her obituary).

We rejoined MFOL for \$30

Elizabeth motioned to accept the financial update as emailed by Matthew
Amity seconded
Motion passed

Director's Update:
Programs coming up on Zoom. The community room is being booked more for in-person events.

Library hired a new permanent, part-time library assistant. Mary Claire, the children's librarian, accepted a new position as Melrose Youth librarian. Lee Ann has posted the job to replace her.

Long range planning has begun. Postcard ready to go to all households. The consultant will send us paperwork (SOAR analysis – Strengths, Opportunities, Aspirations, Results) prior to our meeting on 3/15.

One Book, One Town events are starting

Upcoming events:

3/10 - LWV – Joanne has arranged for Dr. Kaitlin Kelly-Thompson, a Tufts lecturer, to speak about gender in politics. The title of the talk will be: From the Streets to City Hall: The Effects of the 2017 Women's March on Women's Representation in Local Government.

It has been posted on social media and in flyers. Elizabeth will send out an email reminder to members on Wednesday, 3/9.

4/28 at 7pm – Memoir Writing. Kate is finalizing details with Elizabeth Gonzalez James. It will be in-person in the community room. Elizabeth offered 2 formats: 1) up to 15 attendees as a lecture or 2) limited to 15 people and hands-on activity. We preferred the hands-on activity.

Amity will create a google signup form for memoir writing program

Elizabeth will have a PowerPoint presentation. Lee Ann advised that she should put the presentation on a thumb drive. The library will have a computer set up and Julie from the library will be there to help with technology.

Book Bins:

Kate received an email from an organization about hosting a clothing bin next to our book bins. We decided that clothing bins do not align with our mission and seems like more work for us. The schools already have clothing bins so we suggested the organization could contact the PTOs or the American Legion who might be better fits

Membership Drive:

Kate shared ideas about a postcard and email to go to members only. The postcard would be printed as template so we could then customize with stickers or handwritten messages. The postcards would be mailed to members for whom we don't have an email address and perhaps members who don't renew after receiving a renewal email from us. We would print 1,000 so we could put some out at the library and use for future promotions.

Costs would be:

\$225 for 1,000 printed postcards

\$100 for ink

\$15 for stickers

Postage is 40¢ per postcard

We all liked the idea of sending the postcards (the cost is covered under budgeted expenses).

Book Sale:

Kate and Amity have tents. We discussed where we could put tables/tents outside. The library has a 10x10 tent that we can use. Amity suggested that we could attach tarps to the sides with laundry clips. We decided it is best to put the tables in L-shape in the grassy area in front of the children's windows. It is difficult for us to have a bake sale now that town has restricted food sales to be pre-packaged or from a certified kitchen.

We suggested that gardening, cookbooks, and DIY books be outside. Will finalize what goes outside when we see how much has been donated in each section.

Library will be weeding out books in the genre Other Realities and will time it for our book sale.

Green Day is not happening on 5/1.

Kate will work on membership and book sale postcard design. The goal will be to send email in first week of April about Memoir Writing. Another email reminder about memoir writing and book collection and sale will go out later in April.

Our next meeting is 4/4 on Zoom at 7 pm.

Our meetings will be: 4/4, 5/2, 6/13

Amity motioned to adjourn

Elizabeth seconded

Meeting adjourned