

Friends of the Sharon Public Library Minutes, Board meeting on November 1, 2021 – held via Zoom. Prepared by: Joanne Blatte

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

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
Send out biz sponsorship requests
Bring boxes to library during book sorting
Book sale
Post lawn signs, If assigned

Alice:

Adopt a Book, as needed
Bring bookcases to the library

Amity:

Update booksale map, as needed
Bring cashbox

Carolyn:

Keep us updated on trustees' and new library issues

Elizabeth:

Send out email reminder about book sale

Giselle:

Handle memberships and donations, as needed
Transition treasurer duties to Matthew
Bring cashbox and money

Joanne:

Help with Website, Facebook, Instagram, and Twitter
Coordinate table return with Nancy Bass and Lee Ann
Email volunteers about book sale slots
Bring a blue tooth speaker

Kate:

Handle membership and sponsorship tracking, as needed
Call Lincoln Friends about Baystate Books
Notify Larry O'Connor of acceptance of new payment method
Bring aprons to sale
Ask Lee Ann to make buttons for sale volunteers
Print out book sale gift certificates

Lee Ann:

Rope off collection for book sale
Determine room capacity limits for book sale
Make buttons for book sale volunteers

Matthew:

Transition into treasurer role

Amity motioned to approve October 4 minutes
Alice seconded
Motion passed

Alice motioned to approve Annual meeting (October 21) minutes
Elizabeth seconded
Motion passed

Financial report: Giselle absent

Annual Meeting debrief:

Amity did a great job moderating
Alice adopted a book – The Once and Future Witches – in honor of Melissa
In future, we should send a quick, simple email reminder a few days before an event
and maybe the day of the event
Sharon TV posted a recording the next day

Trustees Update:

Brian, the trustees' lawyer, is working with the SSBC on contracts. Sharon Town
Counsel has final approval.

They reviewed Wilson's schedule for the book sale

They are reviewing library policies

Their next meeting is 11/17

Baystate Books:

Larry O'Connor discussed a new way for us to get paid: 4¢ per pound instead of % of
Amazon sale. They are now selling books to other wholesalers in addition to Amazon
and it is more difficult to track the sales. They are doing this for all their library partners.

They are still donating books to non-profit partners – ex. Children’s books go to the Philippines, International libraries.

We discussed this new payment method. Kate will contact Lincoln to see how it is working for them. We decided to try it out unless Kate hears concerns from Lincoln. Kate will confirm that Larry will pay us for our booksale leftover books in this new way.

Amity motioned to switch to the new payment model of 4¢ per pound of books unless other libraries raise concerns to Kate.

Alice seconded

Motion passed

Book Sale:

We have lots of books from the library but not as many personal donations yet.

We have a bunch of new high school volunteers.

Alice will bring her bookcases (a small one and a tall one).

On November 11, Lee Ann and Ken will wrap off the library collection in the morning (they are hoping to leave by 12).

We reviewed the table layout created by Amity and made suggestions.

We can’t finalize until we see how many books/boxes are in each category.

Kate, Amity, and Joanne will go in early on 11/11 to move the tables so volunteers can come at 12 and help move the boxes and finish setting up.

We are planning to open the windows and the back door. Wilson will need to help us open the windows. A volunteer will need to be stationed by the back door.

We discussed how to handle crowd control. Kate will bring aprons from paint night for the volunteers to wear so they stand out from the patrons. Kate will ask Lee Ann to make buttons that say, “Book Sale Volunteer”.

We still need more volunteers for the book sale days. Alice will post on Jewish Sharon.

Joanne will send out an email to volunteers asking them to sign up for the book sale.

Kate will print out gift certificates for people who became members or donated at the donor, patron, or benefactor level over the last 2 years. She will notify them that their gift certificate will be at the checkout table at the book sale.

Lee Ann will open on Thursday. Cheryl will close on Thursday

Wilson will open on Friday, Saturday, and Sunday. Wilson will close on Friday. Wilson will close on Saturday (he is there until 4:30pm). Wilson is there until 5pm on Sunday. If we aren’t ready to close, Cheryl or Carolyn can close on Sunday.

We have numbered cards for when book sellers line up early.

We discussed playing a sound on our phone to remind people that we have capacity limits. Joanne will bring a blue tooth speaker.

Amity will bring a cash box. Giselle will bring another cash box and the money.

Our meetings will be: 12/13, 1/10, 2/7, 3/7, 4/4, 5/2, 6/13

Amity motioned to adjourn

Elizabeth seconded

Meeting adjourned