

FRIENDS OF THE NORFOLK PUBLIC LIBRARY, INC.

A regular monthly meeting of the Friends of the Norfolk Public Library, Inc. was held at Norfolk Public Library on Monday, November 4, 2019.

Attendance: Courtney Allen, Barbara Byron, Stephanie Hamel, Bridget Irish, Robert Light, Francine McCarthy, Nanci Murphy, Emily Nicodemus, Libby O'Neill, Jodi Pappas, Sharon Pierce, June Reinhardt, Betty Rice, Eleanor Royston, and Jen Oliver, Library Trustee.
(June's email jupare70@gmail.com)

Nanci Murphy, President, called the meeting to order at 7:08

The minutes from the last meeting were attached to the email reminder of this meeting. Karen asked if there were any comments or corrections. There were none so the minutes stand approved as submitted.

Treasurer's report: We are still looking for a Treasurer! Please help spread the word. In the meantime, Nanci has been keeping up with it. Book sales have been good – about \$300 per month. CD's are all up to date. Nanci is working on the taxes with Steve Rose and those will be submitted on time by November 15th.

Trustees report: Nanci introduced new Library Trustee, Jennifer Oliver. Jennifer and her family are frequent library patrons and huge fans of the library programs. The Trustees have been reviewing the Borrowing and Equipment Borrowing policies, the No Show policy and the Electronic Borrowing policies. They also discussed the Video and Audio recording policies. There were no changes but some clarifications and simplifications where appropriate and there is overlap. They are also moving to a consistent format for policies and procedures.

Old Business: None

New Business: The Garden Club, led by the Friends' own Emily Nicodemus, won a New England Award for their display at the library! They are in the running for others and have submitted the library seed lending program for consideration for award. Congrats to the Garden Club, especially the several members who are Friends!

Library Director's report: Libby started by thanking the Friends and acknowledging National Friends of the Library Day by sharing cookies and giving the Friends a pen as a token of the library's appreciation. Programs are still going strong, with lots of winter offerings. The Cookie Swap is coming on 11/17 at 2pm. Francine made some suggestions about clarifying the process, which could help boost attendance. There will be a new book group with the COA, discussing A Man Called Ove. The Garden Club is also hosting an author on 12/2. More fitness classes and an air fryer demonstration are coming in March. The library is also hosting a Cabin Fever night for kids and parents on 2/7/20. Kids will have one activity and parents will enjoy something else. Libby also reported that they hosted 143 guests at the Open House, and that library visits and participation numbers are all up significantly over the previous year. Courtney reported that she had 100 people for the Halloween Glow-in-the-Dark party and announced an upcoming kids' party to celebrate the new Frozen movie. They will also celebrate Noon Year's Eve on 12/31 again and will be launching a winter reading initiative similar to the summer reading program. There were no budget or equipment requests from library staff.

Book & Bake Sale: It is early, but never too soon to start planning for April 24 and 25! Emily has an amazing Excel spreadsheet that she uses to calculate the lay-out for the sale. Stephanie is going to help her this year and will learn from the master. Ellie and Barbara will staff the Membership table

again this year. Francine and Mary Lou will organize the baked goods. They could use some extra hands to help repackage and price all of the donations. June volunteered to join them, but one or two more people will be a big help. Too many won't fit in the little kitchen – it's a balance. Ellie and Sharon will be doing the food for all of the volunteers on Wednesday and Thursday leading up to the Book and Bake Sale. Are Thayer and Ann willing and available to do the food for Friday night again? Barbara and Nanci will organize the Boy Scouts. Robert will do the sign again. There was a question about replacing the well-weathered but much repaired sign we own. There was consensus to do that and we will look into the expense. All approvals for signage and use of DPW, etc. have already been secured from the Board of Selectmen. Nanci will continue to update the volunteer list and will get the electronic sign-up sheet out soon.

Membership: Nanci, Ellie and others talked up the Friends at the Open House. The Stuffing Party will be held on January 26th from 10-2. This year's mailing will include a letter from the Library Director as well as the Friends, probably on separate colors. Stephanie will do a check on envelope inventory this week.

The meeting was adjourned at 7:56

The next meeting is Tuesday, 12/3 (note that the meeting is a Tuesday night!)

Respectfully submitted,
Bridget Irish, understudy to Karen Gallup, Secretary