

FRIENDS OF THE NORFOLK PUBLIC LIBRARY, INC.

A regular monthly meeting of the Friends of the Norfolk Public Library, Inc. was held on Zoom on **Monday, March 6, 2023**.

Attendance: X indicates person was in attendance

Name	Attend?	Name	Attend?
Courtney Allen	<input checked="" type="checkbox"/>	Patti McCarty	<input type="checkbox"/>
Barbara Byron	<input checked="" type="checkbox"/>	Michelle McDonough	<input checked="" type="checkbox"/>
John Creeden	<input type="checkbox"/>	Mary Murphy	<input type="checkbox"/>
Diane Cullen	<input type="checkbox"/>	Nanci Murphy	<input checked="" type="checkbox"/>
Karen Cunningham-Anderson	<input type="checkbox"/>	Ken Nelson, Trustee	<input checked="" type="checkbox"/>
Harry Dorman	<input checked="" type="checkbox"/>	Emily Nicodemus	<input type="checkbox"/>
Karen Gallup	<input type="checkbox"/>	Jennifer Oliver	<input type="checkbox"/>
Lisa Hawver	<input checked="" type="checkbox"/>	Jodi Pappas	<input checked="" type="checkbox"/>
Stephanie Hamel	<input checked="" type="checkbox"/>	Ted Petrakos	<input checked="" type="checkbox"/>
Ann Hanssen	<input type="checkbox"/>	Betty Rice	<input type="checkbox"/>
Bridget Irish	<input type="checkbox"/>	Allison Riendeau	<input checked="" type="checkbox"/>
Stephanie Knoch	<input type="checkbox"/>	Elissa Rosenthal	<input type="checkbox"/>
Alison Lane	<input checked="" type="checkbox"/>	Eleanor (Ellie) Royston	<input type="checkbox"/>
Kavya Machetira	<input type="checkbox"/>	Frances Sullivan	<input type="checkbox"/>
Susan McCarthy	<input checked="" type="checkbox"/>	Sarah Ward	<input type="checkbox"/>

Nanci Murphy, President, called the meeting to order at 6:34pm.

The minutes from the last meeting were attached to the email reminder of this meeting. Nanci asked if there were any comments or corrections. There were no changes so the minutes stand approved as submitted.

Update on the state of the library: Given by Courtney

- Open on March 15th if all goes well
- Carpet coming Wednesday
- Painting getting done – kids room painted, fiction painted, ramp area painted. Will paint behind circulation desk and need to finish bathrooms
- Meeting rooms and community room will open on the 20th – does not affect volunteer fair
- Thanks to Matt!!!

Library Director's report: Given by Courtney and Allison.

- Waiting for reopening
- Adult March programs
 - cocktail history virtual
 - book bundle March 14th girl power
 - no pressure book group (choose whatever you want to read and come discuss) on 15th
 - fiber arts 16th
 - herb garden with garden club on 21st
 - peter mandel on 28th talking about journeys and books he wrote
- Allison – Kids programs
 - 16th panda paint night filled up
 - trivia event end of month
 - maker event
 - pokemon signs event

- Baby story time paused until they have room at library, multi ages story time in town hall until community room access opens
- Planning for summer – partnering with town rec for kids concert series
- Tik-tok for library is running

Book & Bake Sale: Given by Nanci

- We still have some open positions
- Tables ordered – should be there Tuesday, will set up on Wednesday and will start unpacking books
- Thursday is complete unpacking of books and a lot of people are signed up
- We don't have someone to put out signs in people's yard in certain locations, and signs 2 weeks before the sale in town (Jodi will help)
- We need someone to pick up food for Wednesday volunteers
- Anyone who wants to volunteer please tell Nanci!
- Bake sale – waiting for people to station at the bake sale
- We have A LOT of books!
- Book dealers are near holding area and they will be monitored

Treasurer's Report: Given by Susan.

- \$10,000 in memberships added – thanks Michelle!
- \$77,000 in 3 accounts
- \$14 service charge with new bank – we are limited to 200 combined transactions a month – they count each check as a transaction – we had 228 transactions and this wont happen most months. Spoke with bank and waiting to hear back to see if we can get fee waived since we are non-profit
- E-mails that we send out – we use a service provider called mail chimp – they are changing their policy (we were on a free plan) but now you can only have 500 contacts or they will charge you \$27/month (total 15,000 contacts). Each time you send an e-mail in a month it counts – e.g., 500 contacts, 3 e-mails that month = 1500 “contacts”. We don't have a good way of being able to tell if they are old e-mails or not. We will keep it for March and April and we will think about something else after book sale.

Trustee's Report: Given by Ken.

- Next meeting Thursday, March 16th at 6:30 in the library – unsure of location but assume usual meeting space in school house
- Status of library building discussed
- All patron fines have now been forgiven
- Still issue fines for stuffbrary and museum passes
- Sarah mentioned programs going on
- Library open house for June 17th or June 24th – kick off to summer reading program and will feature indoor mini golf, touch a truck, games
- '24 budget submitted, includes increase of over 3%
- Policies up for review in March – safety and security and tutoring policy

Membership: Given by Stephanie.

- Not everyone has received the membership mailing
- Millis post office said that not all envelopes were delivered and default answer is they are short staffed. Nanci was able to get delivery to Boyd's Crossing complex. But we are realizing that other complexes have not received them.
- How do we rectify this?
- Harry is going to stop by Millis post office

Other/Ongoing:

- Friends – send your job descriptions to Nanci
- Donor mailing this year
 - Letters went out!
 - E-mail from Dedham - \$500
 - Santander – Nanci wrote to them
 - E-mail from Fox Federal - \$500
 - Lisa will send donors over to Courtney and Emily – will discuss with Nanci on how to best do this
- Remember that meetings are now first Monday of the month at 6:30PM (beginning March 6).
- Eileen sets up a volunteer day for everyone in town for all people who want to volunteer- can see what you can volunteer for. Sunday, March 19th 11-3pm library community room. We are signed up – please join if you can. Drop Nanci a note if you want to participate.
- Town shed at DPW – needs to be painted – we talked to town, we are painting blue and an ex Boy Scout is seeing if anyone needs an Eagle Project. It seems that we are getting a lot of good books and the signs are working.

The meeting was adjourned at 7:17PM.

The next meeting is Monday, April 3rd at 6:30PM – location TBD (probably Library Schoolhouse). Will also have zoom available.