

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 **Tuesday, February 7, 2023.**

Attendance: X indicates person was in attendance

Name	Attend?	Name	Attend?
Courtney Allen	<input checked="" type="checkbox"/>	Patti McCarty	<input checked="" type="checkbox"/>
Barbara Byron	<input 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 checked="" type="checkbox"/>	Ken Nelson, Trustee	<input type="checkbox"/>
Harry Dorman	<input type="checkbox"/>	Emily Nicodemus	<input checked="" type="checkbox"/>
Karen Gallup	<input type="checkbox"/>	Jennifer Oliver	<input type="checkbox"/>
Lisa Hawver	<input checked="" type="checkbox"/>	Jodi Pappas	<input 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 checked="" type="checkbox"/>
Alison Lane	<input checked="" type="checkbox"/>	Eleanor (Ellie) Royston	<input type="checkbox"/>
Kavya Machetira	<input checked="" 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 7:02pm.

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.

- Tile guy is re-tiling the public bathrooms
- Walls are intact now, still painting
- Waiting on rug
- Waiting on status of front doors
- Nanci and Stephanie have been bringing in books from the shed – may come in again this weekend
- Thinking about Jim James – a lot of the books were children's books from the shed
- Inspector hasn't come to approve anything yet so people can't really come in much to the workspace

Treasurer's report: Given by Susan.

- \$73,000 in all 3 accounts including money market
- Checking account is getting down there – less than \$7,000 so good timing for memberships to come in
- Amazon smile is going away – now they are doing their own programs. They will give us some more money as a send off
- We can set up a wish list on Amazon so people can purchase us things we would like/need from Amazon (e.g., Lysol wipes, envelopes, paper, etc.) – think about what we may want to include on such a list
- Foxboro Federal merged with Norwood Bank – now is called One Local. Jim is still there
- Newsletter – about 800 people on the list

- Michelle processed \$1100 and some change and a couple hundred dollars of something else – she has been checking for envelopes.

Trustees report: Given by Patti.

- Meeting was January 23rd in person at Norfolk Town Hall. Harry in attendance for friends.
- Library has been closed – trying to keep open as much as possible. Reopening plan in the works.
- FY24 budget conversations
- Policies approved – governance and leadership, Norfolk local history, collection policy, others
- Brought up by Patti at the Trustees meeting - collection bins at transfer station – wondering what impact is of having town designation on bin for book donations and how it affects Friends collection in the books shed. Does the public realize that the library doesn't get those books? Company that has town bin picks up books from people's homes. Best books should go into the shed, anything without great resale should go into other bins. Nanci said the town promised to send out a notice, but we have not seen it. Nanci called the company to see if they were going to pick up books for us. It has been 3 days with no response. Nanci is following up with DPW and company too. Courtney will put something in library newsletter, and something in ours too.
- In February the policies to be reviewed at collection policy and bulletin board policy
- Next meeting - Feb 15 at 6:30PM in schoolhouse meeting room (hopefully)

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

- Doing programs in various locations – Grange, town hall, virtual
- Adult programs (Courtney):
 - Garden club what's wrong with my house plant tomorrow (Feb 8) – virtual
 - Chocolate tasting 101 in person at town hall on Thursday Feb 9
 - New adult book kit – doing one every month – called Slightly Literary. You get a surprise book. February is romance – debut on Feb 14. You rate what kind of romance you want. You get book, bookmark, and a craft. Each month is different genre or theme. Next month is girl power books for Women's History Month.
 - New adult book club – called Tik Tok Made Me Read It. Trying to get the most popular ones to see if they are worth the hype. First one is Inheritance Games.
 - Estate Planning Seminar
 - Tech 911 new series – new device or any questions on online world – can have 1 on 1 help starting in March
 - Cocktail history hybrid in person and virtual
 - Fiber arts group starting by Sarah – working with textiles – share your work in progress
- Kids programs (Allison):
 - story times around town Thursday mornings in town hall.
 - Baby time again on Fridays in same room in town hall.
 - Virtual paint night – 12 out of 15 spots filled – pick up kits and do on zoom Feb 21st. An owl holding a heart for valentines day.
 - Teens – Kate hired Mandy - donut themed kit - decorate cookies and do a sewing project virtual.
 - Planning on an April project too – yet to be announced.

Book & Bake Sale: Given by Nanci

- Do we want to keep the prices the same? \$3 for special books unless REALLY special, \$2 for hardback or larger size paperbacks, \$1 for paperbacks. 50 cents for kid paperback, \$1 for kid hardcover.
- Most don't see a reason to change our prices. Ted says we are on par with others.
- Consensus is we leave the prices as-is.
- Totes this year? A nice promotion. or bookmarks?

- Should we have a vote once we know what the prices are and what the overall cost would be? Maybe next meeting in March.
- Bigger companies on the tote for advertising? What about C&K making them for us? Books on the tote and the company names are the titles of the books – maybe this for next year?
- At the sale - 6 cashiers and 2 counters last year – Susan and Stephanie were credit cards. We also had stations for 4 cashiers but not always 4 going. Courtney and Sarah were the counters. We definitely needed that many on Friday. Maybe not on Saturday but will plan for 6.
- Layout and book storage – do we want to change the design? What do you want to see when you first walk in? Courtney – back of the room was dark last time so we put paperbacks back there. Maybe put the dealers back there to sort on. Undecided on that because we would have the books scattered everywhere. But we need someone there watching it – this may work.
- Emily will put together some mockup layouts for next meeting.
- Do people have roles that they want at the sale? E-mail Nanci right away. Trustees on cashier. Courtney and Sarah counting books.
- Add language into library welcome pamphlet about book donations - Courtney

Membership: Given by Stephanie and Nanci.

- Mailing was wonderful. Nanci did not get anything in the mail yet. Elissa, Karen A also did not receive. Boyd's Crossing didn't receive? Will investigate.
- Great student volunteers. Record setting hour and a half. Was at the town hall. Was nice setting!
- Great job all!

Other/Ongoing:

- Friends – send your job descriptions to Nanci
- Donor mailing this year
 - Karen G will help Lisa
 - we send in February after the membership mailing – connect with Nanci and Karen.
 - Nanci received an e-mail from Rockland bank already.
 - Add to donor letter that we are doing mini golf and can add their name as a hole sponsor if they donate a certain amount.
- Motioned to move the meeting to a different time to 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.
- Nanci and Kavya will get caught up on publication stuff

The meeting was adjourned at 8:05PM.

The next meeting is Monday, March 6th at 6:30PM – location TBD. Will also have zoom available.