

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, January 3, 2023.**

Attendance: X indicates person was in attendance

Name	Attend?	Name	Attend?
Courtney Allen	<input type="checkbox"/>	Patti McCarty	<input checked="" 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 checked="" type="checkbox"/>	Ken Nelson, Trustee	<input type="checkbox"/>
Harry Dorman	<input checked="" type="checkbox"/>	Emily Nicodemus	<input type="checkbox"/>
Karen Gallup	<input type="checkbox"/>	Jennifer Oliver	<input checked="" 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 type="checkbox"/>
Alison Lane	<input checked="" type="checkbox"/>	Eleanor (Ellie) Royston	<input checked="" type="checkbox"/>
Kavya Machetira	<input checked="" type="checkbox"/>	Frances Sullivan	<input type="checkbox"/>
Susan McCarthy	<input checked="" type="checkbox"/>	Sarah Ward	<input checked="" type="checkbox"/>

Nanci Murphy, President, called the meeting to order at 7:04pm.

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 Sarah.

- A coupler on the main pipe malfunctioned – it would have happened no matter what.
- More water in the walls than they thought. Take down dry wall. – via Matt
- Open by end of week but can't guarantee it.
- Moved fiction and non-fiction around to make safer to browse.
- Moved about 21,000 books in about 4 days.
- Sarah took a video and will post to show patrons why they can't be in the building for safety reasons.
- Doing curbside pickup with holds that have come in.
- Restarting passport appointments tomorrow Jan 4 in YA section – only section that doesn't have fans and wiring.
- Haven't found mold in the sections they have ripped down so that could be a good thing!

Treasurer's report: Given by Susan.

- Biggest expense was for the remit envelopes for the friends mailing and 9x12 envelopes. Cleaning supplies for books, renew website domain were other expenses.
- Michelle had a few things she entered as well
- End of year things came through square for some memberships – jumping the gun 😊
- Sarah- W9s – need updated vendor W9s. Will follow up with Courtney. Vendors need by end of month
- Friends e-mail goes out on 15th – add in Sunday mailing information
- Hold off on buttons and bookmarks for now

- \$1,600 in book sales so far – does this affect the sale turnout?

Trustees report: Given by Jennifer.

- Maker lab policy updated. Part of annual review now.
- Borrowing policy has a few revisions
- Next meeting on Monday January 23rd at 6:30PM in schoolhouse room
- Courtney is attending going forward along with Sarah
- Not charging fines on a couple of additional items now such as bakeware, electronic video games, DVDs. Only charging fines for museum passes and stuffbrary items – 85% fine free now, maybe higher than that.

Library Director's report: Given by Sarah.

- Programing on hold for now. Hopefully next week we get back to original plan
- Planning spring in the next couple of weeks
- Working on budget with Courtney

Book & Bake Sale:

- We will discuss more next meeting
- Thinking about who will pick up books, etc.

Membership: Given by Stephanie.

- Mailing Sunday January 29th 9AM-noon
- SIGN UP – <https://www.signupgenius.com/go/805054CA4AA23A64-membership>
- Courtney connected us with high school kids for volunteering
- Include the link in the newsletter that goes out on the 15th for sign ups
- Still working on letter with Nanci to be including in the mailing

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). February's meeting will still be Tuesday February 7th at 7pm on zoom.
- Harry's e-mail got hacked – He may change e-mail and will let us know.

The meeting was adjourned at 7:31PM.

The next meeting is Tuesday Feb 7th at 7:00PM on zoom only.