

FRIENDS OF THE NORFOLK PUBLIC LIBRARY, INC.

A regular monthly meeting of the Friends of the Norfolk Public Library, Inc. was held in the Library Schoolhouse on **Monday, June 5, 2023.**

Attendance: X indicates person was in attendance

Name	Attend?	Name	Attend?
Courtney Allen	<input type="checkbox"/>	Michelle McDonough	<input checked="" type="checkbox"/>
Barbara Byron	<input checked="" type="checkbox"/>	Mary Murphy	<input type="checkbox"/>
John Creeden	<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 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 type="checkbox"/>	Ted Petrakos	<input type="checkbox"/>
Stephanie Knoch	<input type="checkbox"/>	Betty Rice	<input type="checkbox"/>
Alison Lane	<input type="checkbox"/>	Allison Riendeau	<input type="checkbox"/>
Kavya Machetira	<input checked="" type="checkbox"/>	Elissa Rosenthal	<input checked="" type="checkbox"/>
Susan McCarthy	<input checked="" type="checkbox"/>	Eleanor (Ellie) Royston	<input checked="" type="checkbox"/>
Patti McCarty	<input type="checkbox"/>	Sarah Ward	<input checked="" type="checkbox"/>

Nanci Murphy, President, called the meeting to order at 6:30pm.

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.

Library Director's report: Given by Sarah

- Budget- reducing hoopla check outs from 10 to 8 which is 2 checkouts a week, using other revenue sources to fund programs (state aid, gift funds, Lions grant), changing format to generate savings – total is \$24,883
- Hoopla at \$9,000
- We still have Libby though some complain about wait time
- Vote: all in favor of budget – approved
- Current account has \$9,000 remaining through 6/30
- Mailing service for e-list: we need to sign up for our own – 30% off if we pre-pay for year, 20% for half year. She said a 501C3 usually is \$600 per month prepaid (30% discount) but there may be an offer for one year free. Maybe we want to think about only six months too. The price is based on contacts mailed and how many mailing. Something to consider.
- Community day, open house coming up
- Check website for full list of activities coming up – lots going on!
- Sarah will put in her notes that we have shelves of books for sale throughout the year

Book & Bake Sale: Given by Nanci

- Re-opening discussion of in-library sale at next meeting in September
- Take a look at Susan's notes in May minutes and think about questions
- Ask Medfield how they do their in-library book sale, also other libraries
- Specials items – charge more for them?
- Signed books – charge more?
- Sell books on Amazon or eBay to get more money?
- Nanci needs to get dates for next year's sale

Treasurer's Report: Given by Susan.

- Amazon smile – \$141
- We did get some Southwick, copier and book money (about \$600)
- A lot of money went into the book sale – custodian, tables, signs, etc. – cost was higher this year than in past years
- Tables at the grange to bring over but no one has time to do that
- Print Directors letter in a less costly manner to save on printing costs? One sided? Who does Lions use for printing? Use white paper for our letter.
- Take a look at the bills and cost break downs and see where we can save money

Trustee's Report: Given by Ken

- Met on May 24th - Harry wasn't there
- Policies approved, safety and security and a modification to the borrowing policy
- June 17th – open house and kickoff of summer reading program
- Electronic bulletin board
- Library website review happening
- Annually reorganize and appoint new officers
- John Spinney retires on 9/1 so looking for a new IT person (Sarah)
- Reviewed programs – library is at community day
- Jen Oliver – chair, Patti McCarty - clerk, Ken - member
- June 13th is next meeting 6:30pm in schoolhouse meeting room – privacy policy and trustee bylaws to be reviewed

Management Nominations: Given by Emily

- President - Nanci
- Vice President - Stephanie
- Membership – Michelle
- Treasurer - ?
- Secretary – Lisa
- We have to post for a month on bulletin board, will vote by e-mail in a month

Other/Ongoing:

- Friends – send your job descriptions to Nanci
- Remember that meetings are now first Monday of the month at 6:30PM (beginning March 6).
- Elissa - Bookmarks – decoupage from discarded book – getting people to make them, give away, sell at book sale next year – to be discussed in September

The meeting was adjourned at 7:30PM.

The next meeting is in September – have a great summer!