

## **Friends of Boyden Library Minutes of January 4, 2017**

Present: Dave Crimmins, Janice Rosado, Bernadette Thie, Sue Collins, Ann Ross, Lesleyann Foster, Charles DiPompo, Liz Karvonen, Barbara Massey, Laurie Magee, Colleen McManus, Director Manny Leite. Children's Librarian Margi Rossetti, and Trustee Deb Stone.

**Meeting** called to order by **Dave**. **Dave** made a motion to purchase a \$75 gift certificate for a restaurant to thank Diane P. for her service, second by Janice. Motion passed unanimously. **Dave** also stated that he will have the Executive Officers form a Sunshine Committee and firm up when we will make gifts to people and the amounts. A Thank You card from Ann Herman was passed around thanking us for her gift card to Staples.

**Minutes of November 2, 2016** were presented by **Sue**. Liz made a motion to accept Minutes; second by Charles. Motion passed.

**Treasurer's Reports** – **Bernadette** presented the **Treasurer's Report for the end of 2016**. She also presented our **Budget for 2016** and a proposed **Budget for 2017**. Everything was great except **Dave** thought that our projected Book Shop receipts should be increased from \$1,000 to \$2,500. **Laurie** made a motion to accept the reports as amended, second by **Lesleyann**. Motion passed. **Bernadette** asked if we should send a donation for the Legislative Breakfast. **Dave** does not want to contribute but suggested to **Deb Stone** that perhaps the Trustees would consider a donation.

**Report from Library Director** – **Manny** reported that **Christina Metcalf** has taken over as the Executive Secretary replacing **Debbie Volpini**. **Debbie** is enjoying retirement! **Christina** moved here from West Springfield and thanks **Diane P.** for helping her find an apartment. **Christina** held this position in Springfield so she is adjusting well. There will be new technology workshops starting up this month. **Garland Kimmer** will have hour sessions for Beginners to iPad users and then for Android users. The Budget for 2018 is completed and there are no big issues. Sunday Music Series continues with **Becky Chase** and a Beatles revival this month. Sunday hours are included in the new budget. **Manny** stated that usually 50 patrons arrive every hour on a Sunday! He stated that he will be speaking at the Legislative Breakfast in New Bedford on January 27. There will be monthly meetings all over the state. **Manny** stated that urban libraries are faced with difficult problems but operate on an inadequate budget. There will only be a .07% increase this year in the library state budget. Foxboro is fortunate that our State Representative **Jay Barrows** and State Senator **Jim Timilty** are strong supporters of our libraries. This month Overdrive will be available. Some of its features are that you can read catalogs, watch movies and read books. If there is a good response, he may purchase the Overdrive feature. **Janice** noted that she is having trouble reading books on her Nook. Apparently once Overdrive was updated, Nook is out of sync. Barnes & Noble need to update their software for the Nooks.

**Report from Children's Librarian** – **Margi** reported that the children's book drive collected 99 books for the Discretionary Fund. **Dave** added that the Friends collected 48 gifts from the Giving Tree for the Discretionary Fund. Over 50 people showed up for the Jedi Training. The illustrator **Joe Ziccardi** program was held on a snowy day so he will be invited back. The St. Lucia program also had a poor showing because the schools sponsored the ever popular "make a gingerbread house" program so **Pat**

Shuster will be invited back to do another American Girl project. Mrs. Dow's Art Cart went well. Margi is planning her springtime activities. Margi asked Bernadette if she paid Demco for prizes. Bernadette reported she did not, so Margi will get that done. Sue suggested that when there is a children's activity upstairs that Margi direct people to the children's Book Shop. Margi reported that a lot of books were sold in December. Dave invited Manny and Margi and all other staff that if they would like to look over the materials we have at the Book Shop or in the Sorting Room and to feel free to add to their collections.

**Trustee Report – Deb Stone** stated there is a vacancy since Sue Burlone has left. She hopes that Christine Igo Freeman will accept the position. The Trustees are looking into investing the money left over from the Beyond Books campaign with Bartholomew Investments. They want to make some interest on the money and make sure it benefits the library.

**January Newsletter – Liz** stated that articles are due January 13. We want to welcome the 24 new members that joined in 2016. Plus we decided to list our faithful supporters. Bernadette will send Liz that list. An article will urge people to join the Affinity Program at TD Bank and use Amazon Smile. The public will be invited to our Annual Meeting on February 1. Dave will write an article that we are going "green". The January Newsletter will be mailed out with a membership envelope. Going Forward, all other Newsletters will be emailed out, with hard copies in various places around town. Bernadette will tell Liz about some of the current DVD rentals. Lesleyann will write an article about our November Book Sale. Janice will let everyone know about The Last Chapter being added to the Book Shops.

**2017 Membership Drive – Laurie** stated that we have 4 paid members in November-December 2017 with 2 that made generous donations. One Lifetime member gave a generous donation after many years of being dormant. We only have 120 members that paid in 2016 out of a total of 339 members including over a 100 in the Lifetime category. This is a drop from last year's 171. Ninety-three did not renew. We had 25 new members with only 4 coming from Janice's letter to new residents. The first 5 months is when we get the majority of our membership so we need to publicize joining the Friends now! Manny will send out an EBlast to all SAILS patrons. Karen Dugan will be asked to put up a slide on the Electronic Billboard. Colleen verified that people can pay their dues via PayPal. Charles suggested we put a display at the Circulation Desk where people can deposit their membership envelopes and it will serve as a reminder. In April Dave will remind people in the spring Newsletter to join and to thank paid members for their support. We can also send out another EBlast to remind people to join in April. Dave asked for volunteers to start up the Membership Committee again. Lesleyann, Colleen Laurie, Liz, and Deb Stone volunteered. Several people on their membership envelope indicated they were interested in Membership including Evie Malm. Dave will set a date to meet soon. People want a reward for being a member of the Friends. We should reinstate that only members are allowed in on Thursday night of the Book Sale. Plus they will get a free book. Have envelopes available if people want to join that day.

**Book Shop Update– Janice** reported that the Book Shops continue to do well. Manny and Janice will see if the pyramid bookcase for The Last Chapter can be moved to accommodate both sides. Accessibility issues will also be considered.

**Book Sale – Lesleyann** was pleased with the Book Sale profits. However, while sorting we need to be more selective. Older books or books that are shabby need to go to Big Hearted Books or recycled. There were 100 boxes leftover! Lesleyann said that students are now encouraged to pick any book that they like to read in school. Teachers should be expanding their personal classroom libraries. Before the next Book

Sale Lesleyann will be sure the teachers know about the Book Sale, especially at the last hour they could be given a discount at the Bag Sale. Barbara stated that we lose a lot of customers that don't have cash or checks with them. Bernadette will look into the fee for a credit card swipe that could be attached to a smart phone.

**Annual Meeting/Nomination Process – Dave** stated that our Annual Meeting will be February 1. **Charles** has accepted to head the Nomination Committee with Dave. They will put together a Nomination Slate. Expect to be called if you are willing to continue in your position.

**Old Business – none**

**New Business –**

- 1. Laurie** brought up the idea of clipping a small envelope in the DVD movie rental case. The envelope would ask for a quarter or a small voluntary donation for the Friends. She saw this when she rented a movie from Ashland. Margi worries that we are asking money for something that should be a free service. Manny voiced the concern that the DVDs can go to other towns without coming back to the Boyden Library. People could steal the money from the envelope. Manny will look into this matter.
- 2. Lesleyann** would like to raffle off an **American Girl doll**. She has the permit from the town.

**Action Items:**

- 1. Dave** will set a date for the Executive Officers to set down amounts for a **Sunshine Fund**.
- 2. Karen Dugan** will produce a slide to ask for memberships to the Friends.
- 3. Manny** will send out an EBlast to SAILS patrons to join the Friends.
- 4. In the April Newsletter, Dave** will remind people that they are late in paying their dues and thank supporters..
- 5. Dave** will form a new **Membership Committee**. Invite people who volunteered from Friends Board and the public.
- 6. Bernadette** will look into the cost of renting/buying a credit card swipe.

**Adjourn –** Laurie made a motion to adjourn; second by Liz. Motion passed.

**Next Meeting: February 1, 2017**

**All meetings are at 7:30 PM in the Fuller Conference Room.**

Respectfully submitted, Susan Collins