

**Friends of Boyden Library**  
**Minutes of November Meeting**  
**November 1, 2023**

**Present:** Janice Rosado, Sue Collins, Betsy Buckland, Sara Halton, Bernadette Thie, Don Jenkins, Colleen McManus, Margi Rossetti, Lesleyann Foster, Katherine Howard, Charles DiPompo, Director Libby O'Neill, Teen Librarian Jennifir Huston, Trustee Joyce Parlapiano. Guest: Ed Miller

Janice Rosado called the meeting to order.

**Approval of October 4, 2023 Minutes: Sue Collins**

Betsy made a motion to accept the amended Minutes; seconded by Janice. Motion passed.

**Treasurer's Report: Sara Halton**

**Income:**

- New layout with Moneyminder, includes Bartholomew Account
- Book Shop did well
- Got new memberships at the Friends Social

**Expenses:**

- Paid for Programming
- Owl will be a separate line item

Janice made a motion to accept the Monthly Report, second by Charles. Motion passed.

**Director's Report: Libby O'Neill**

- Renee started on Monday, and is doing really well, getting situated.
- NaNoWriMo Write-ins will be held weekly in November for teens and adults. Snacks will be provided, and prizes (a notebook and pen) will be given out to the first 12 people that attend).
- Thank you to the Friends for sponsoring these upcoming programs:
  - Craft Night with Traci
  - ChatGPT/AI workshop
- Planning for winter adult programming now:
  - 3 art workshops
  - sourdough starter demo
  - continued concert series
  - yoga with YMCA
  - organizational program
  - trivia night (TV show themed)
  - In January, will have a "Dry January" program
  - LEGO night for adults
  - Craft Night with Tracey
- Community Read program will again be scheduled in March. Details to follow. Would love the Friends to sponsor promotional materials again this year.
- Zoom needs to be renewed. Janice made a motion to fund it up to \$200, second by Colleen. Motion passed.

**Report from Teen Librarian: Jennifer Huston**

- Thank you for sponsoring the t-shirts. Good when staff is out in public
- Went to 3 lunch hours at high school, middle & Charter schools. She sees new students coming to the library
- “Make a Crown” was a hit
- Will have a Wrap Station for the holidays
- Crafty Teens sponsored by Friends
- Write-ins will be held weekly in November for teens
- Writing is great, 2 teens are writing articles for Jennifer
- Metal Smithing for making jewelry is popular

**Report from Youth Services Librarian: Emma Brelsford**

- Professor Bugman (Friends sponsored) had a great turnout. He stayed 30 minutes after the program to talk to some budding entomologists. We'd love to have him back in the spring or summer.
- Purchased craft supplies for multiple programs on Amazon with Friends funds
- Thank you to Janice for participating in the Library's Halloween trick or treat event.

**Trustee Report: Joyce Parlapiano**

- Asked if we need anything from the Trustees. Janice stated we collaborated on purchasing Owl. During Community Read, we can collaborate with Trustees to fund some programs
- Budgeting process will be beginning
- Friends attending Trustee meetings: 12/12 – Sue; 1/9 – Katherine; 2/13 Betsy; 3/12 – Sue; 4/9 Janice

**Membership: Don Jenkins**

- Added new Friends, people from Friends Social (Memberships good for 2024)
- 5 brand new Friends, 11 memberships so far for 2024
- Sara & Don met with Rea-Craft Press. Going to have a full color brochure to replace card
- Also printing new envelopes, Sara made it eye-catching with color. Kept the same categories: student, Senior, but Good, Better & Great Friends will also include option to include a second household member at a discount
- Needs approval from us to order 500 brochures & 1000 envelopes

Janice made a motion to purchase brochures & envelopes, up to \$850, second by Katherine. Motion passed.

**Newsletters: Bernadette Thie**

- January Newsletter is in the works
- Asked Sara & Don to write up an article showing off new brochures & envelopes
- People want an email reminder to pay their membership dues, perhaps in February/March.
- Reminders will be sent out to submit articles on January 1<sup>st</sup>

**Media/PR: Jen Linskey**

- Unable to attend

## **Book Shop: Margi Rossetti**

- Getting a lot of donations, especially during the weekend, mostly adult fiction & non-fiction
- Most books were useable from the Book Drive
- Called Adam, has 2 full bins plus 3 boxes
- Discovery Books will come tomorrow & after the Sale
- Ordered hand sanitizer & book plates. Jennifer made Friends labels with Cricut to attach to hand sanitizer
- Collecting things for a raffle tote bag for the Book Sale.
- Have enough Gift bundles, for adults & children
- DVDs & most Trade books are tagged with prices
- Made more Category Labels with sticks

## **Book Sale/Donation Days: Lesleyann Foster**

- Lesleyann will ask Dave Crimmins to help Charles with lawn signs
- Hoping Email Blast will go out next week, will ask Kathy Bell-Harney for her help
- Will Email Blast to Friends with perk for Bag Sale on Friday, will get names of new members
- Volunteers Signups should be ok. Not many student volunteers for closing up Sale
- Leftover Children's books will be given to the Charter Schools's hospital drive and to the Igo School to provide for local children in need
- Signage on the Common is set
- Betsy will inquire when Bookmarks will be ready, includes info on free \$2 book for members
- Dedham House of Correction & Prisoner Book Program have been contacted
- Wednesday Set Up Night, Exclusive Early Bird Shopping from 6-8 pm will be a Thank You to our Sorters & Book Sale volunteers
- Will get publicity out for Sale
- November Book Sale set up is on 15th, Sale is 16-18th

## **Old Business:**

### **1. Bag Purchase**

Getting low on the blue shopping bags. New bags should be purchased, need to charge \$2/bag going forward due to price increases.

Janice made a motion to order 200 grocery bags for up to \$400, second by Betsy. Motion passed.

### **2 Friends Social: Janice Rosado**

About 31 people attended. A few came that were not signed up. Kevin Penders came plus several Board Members. Food was great! Craig was very accommodating & the waitress was excellent. Smaller room made for a more intimate setting. People appreciated the prizes of gifts cards & flowers. Thanks to everyone who helped.

### **3. Audit Report: Katherine Howard**

Thanked Bernadette for her organizational skills. it made the task much easier. Katherine volunteered to do it next year.

### **4. Giving Tree: Colleen McManus**

Hope to kick it off tomorrow. Will make the tags. An article in the Foxboro Reporter will appear. Deadline to receive gifts will be December 8<sup>th</sup>. Katherine Howard will help Colleen with this project. Will be available during the Book Sale.

**New Business:**

- **Holiday Poinsettias: Janice Rosado**

Betsy will purchase 6 poinsettias and deliver to the library. Janice made a motion for up to \$100 for the plants. second by Charles. Motion passed.

**Adjourn:** Betsy made a motion to adjourn; seconded by Margi. Motion passed.

**Next meeting: January 3, 2024**

**Meeting at 7:00 pm in Community Meeting Room**

Respectfully submitted: Sue Collins