

Friends of Boyden Library
Minutes of January Meeting
January 6, 2021

Virtually Present: Janice Rosado, David Crimmins, Bernadette Thie, Sue Collins, Sara Halton, Colleen McManus, Lesleyann Foster, Ann Ross, Jen Linskey, Jen Ooi, Margi Rossetti, Library Director Manny Leite, Senior Youth Services Librarian Jessica Henderson and Trustee Kevin Penders

Janice Rosado called the meeting to order.

Minutes of October 28, 2020: **Sue Collins** presented the Minutes. Dave made a motion to accept the Minutes; second by Sara. Motion passed.

Treasurer's Report/Budget Review: **Bernadette Thie** presented the Monthly Treasurer's Reports for November & December. Book Shop continues to generate income. We were very happy with the success of the Book Sale. We received generous In Memoriam donations. Expenses were kept to a minimum. Janice made a motion to accept the Report, second by Jen L. Motion passed.
The Budget Review will be approved next month at our Annual Meeting.

Newsletter: Dave Crimmins

- Board was sent an Advance copy. Kathy Bell-Harney will post Newsletter on our website
- hopefully we will get memberships from the hard copy & envelopes that will be sent out

Membership: Sara Halton:

- we received 11 new members amounting to \$605
- hopefully we will receive more memberships from the Newsletter

Report from Library Director: Manny Leite

- Thanked Friends for the poinsettias for the Holidays that brighten up the library
- we are maintaining hours, being smart with sanitation
- have a capacity limit, never have reached the limit
- new cleaning company, not only cleans the inside but shovels the walkway
- somebody hit the clearance bar in parking lot, it will be fortified in the spring
- in the middle of the Budget process, going to be a difficult year

Report from Senior Youth Services Librarian: Jessica Henderson

- appreciated that Margi left her money in the budget
- had successful Noon Year's Eve program, made Goody Bags
- bought some books to use up last year's money
- Janice thanked Jessica for all she is doing
- Crafts To-Go have instruction sheets included, parents appreciate them

Trustee Report: Kevin Penders

- had a busy December, have a new member, Joyce Parlapiano
- voted to make Young Adult position a priority in the new budget
- met with Selectmen to go through budget which was difficult
- will meet next week on best strategy to promote Young Adult position
- discussion on Circulation and foot traffic, Foxboro has been fluctuating from green to red
- we are not even close to meeting the capacity numbers, glad that we are able to be open

Old Business:

Giving Tree: Colleen McManus

- it was hard to know what to expect requesting gift cards instead of gifts
- community was very generous, 82 gifts cards were donated, many in the amount of \$50
- 90 children's books collected. Colleen will meet with Lesleyann on how best to distribute these books to students

By-Law Change: Janice Rosado

- the Emeritus Board Member By-Law change at Annual Meeting was discussed and will be voted on next month

New Business:

Preliminary Nomination Committee Report: Sara Halton

- Sara reached out to candidates in November.
- Margi agreed to join which is great! Most people agreed to stay on with their positions
- Dave spoke to Ann Ross & Diane Monahan about being Emeritus Board Members
- if anyone is interested in joining, let Sara know

Agenda for Annual Meeting: Janice Rosado

- Janice stated the Annual Meeting will be conducted first with regular monthly meeting to follow

Book Shop donations: Janice Rosado

- Discussed possibility of a "donation day" in spring. Kevin Penders wants Janice to bring the issue up at next Trustee meeting. Kevin expressed a lot of concern about the donation box, & foot traffic
- Janice asked everyone to think about alternatives for collecting donations. Lesleyann and committee are going to look into an alternative location for the sale with the hope that we could also use the space for a period of time prior to the sale to receive, quarantine, sort, and store donations.
- Question on how donations are handled. Janice said if people call, we tell them we only want current best sellers & children's books. Then email Janice or leave number at Circ desk. Bernadette, Sue or Janice will then pick up the donation, which can be safely left outside, then books are quarantined

Book Sale: Lesleyann Foster

- we made over \$2,000. Book Sale went well & glad we did it
- next time have better signage, better directions
- need to be creative: Jessica suggested having Book Sale outside, a large tent is a possibility, discussion of using a church's facilities
- next sale will be no sooner than our usual May date

- Committee formed to help Lesleyann

Canva

- Canva account is still on Christina Metcalf's email account at Town Hall. We are afraid of losing Library & Friends information
- Manny stated he will purchase an account for the Library. Friends can access the account, cost is about \$130

Action Items: Sue Collins

1. **Annual Meeting** must be advertised to the public. **Kathy Bell-Harney** will post it on our website. **Jen Linskey** will post it on social media
2. **Jen Ooi, Dave, Margi, Colleen** volunteered to help Lesleyann with **Book Sale** donation issue

Adjourn: Colleen made a motion to adjourn; second by Bernadette. Motion passed

Next meeting: February 3, 2021

Annual Meeting at 7:00 pm via Zoom

Regular Meeting immediately following

Respectfully submitted: Sue Collins