



AGENDA Friends of the Sherborn Library Board Meeting  
Thursday, April 8<sup>th</sup>, 2021 | 7:30PM | Zoom

In Attendance: Elizabeth Johnston, Michelle Kozin, Kendra Anthony, Carrie Spray, Amy VanLangen, Allyson King, Kara McDermott, Irene Saranteas Bassalee, Megha Kadiyala, Suzanne Rovick, Jennifer Baker, Cheryl Ouellette, Liz Anderson, Aimee Cronin, Courtney Williams, Emily Thomas, Tate Sakiyama, Dianne Quandt, Rachel Albertson

Not Present: Megan Stoessell, Julie Dreyfus

7:34PM Call to Order

### General Updates

Amy VanLangen, President

1. **VOTE**: Minutes – Approval of March 2021 minutes\* Amy VanLangen made motion. Tate Sakiyama seconded. Unanimous approval.
2. Thank you to everyone who has sent names my way for recruiting. Amy has been having conversations.
3. **Action**: Job position descriptions – Update your role's description please
4. Recruiting

### New Business (60 Minutes)

Library Director's Report

*Elizabeth Johnston*

1. Update: Everything is coming together for a June/July. Meeting with designers and others. Sounds like Library will be able to move in before the Historical Society. Looking a lot more finished. Carpeting is down. Will try to see if small groups might be able to be accommodated to get inside. Landscaping is still TBD. We are collecting against \$1000/day liquidated damages since late February based on contract so can discount from contract. Trustees discussing having a public forum in April/May to share with town residents the progress with the library construction. Public relations efforts are being figured out.

Asst. Director / Public Services Librarian

*Liz Rowland*



1. Update – looking at a reservation system (maybe SimplyBook.Me) for re-opening and/or virtual browsing or self-check out (like the Minuteman app) or self-check out kiosk to minimize germs. Asking if FOTSL would consider funding to help keep things clean and safe. Need to do some demos and use the FOTSL debit card or something similar.
2. **VOTE:** Amy VanLangen made a motion to approve the allocation of temporary funds of up to \$1000 for Minuteman App extension and the booking software application. Tate Sakiyama seconded. Unanimous approval.
3. Two museum passes up for renewal. (Discovery Museum \$600 and Garden in the Woods \$125). Suggestion to do more outdoor museums, zoos, etc. We still have \$3000 in the budget. Liz will send usage stats and list of passes for us to consider if we want to invest in more for the summer. Question whether we do ecoTarium, State Parks or Audubon? FOTSL will look into and come to May meeting to get a decision.

#### Children's Librarian

*Cheryl Ouellette*

4. Update – Zoom trivia went well. School vacation coming up. Pick up and make pinwheel craft for make and takes. Book bundles for tween and teen graphic novels. Continuing storytime. Re-upped Deb Hutchings for stories, \$20 per program. Joy Mazloff is coming too for Turtles zoom program and snakes program. Mosaic craft coming up in time for Mother's Day.

#### Events Team

*Event Planning Team Members (Aimee Cronin, Kara McDermott, Suzanne Rovick, Rachel Albertson, Kendra Sobiech, Emily Thomas)*

1. Spring event – May 22-23: Great Sherborn Scavenger Hunt. Mark your calendars. Getting ready to do solicitations. Fine-tuning plans. \$25/team up to 6 or a family. Get 2 raffle tickets and scavenger hunt checklist. Using Pay Pal for collecting funds and distributing the checklist. Getting local businesses involved. More raffle tickets will require interacting with the local businesses. Details TBD. Completion goodie bags are being planned. May is Small Business Month – so great tie-in to local business. Can tie in with promotion. Good activity for vaccinated older town residents. Should reach out to the new residents in town. Will target next welcome letter to get more people. Looking into inexpensive FOTSL swag that we can use across multiple events.

#### Publications

*Carrie Spray*

1. Update: Usually late May, so can include some photos from events. Doc will track live changes from multiple contributors better.



#### Treasurer

*Courtney Williams*

1. Financial update – almost \$1500 for children’s events.
2. Donations holding at \$25,000. Slightly over in miscellaneous (Pay Pal fees). If people donate as friends and family, we don’t get charged fees. We are not listed as a non-profit so trying to change that so we can have an option to have donors opt to pay our fee for us.
3. Acknowledgement cards had to be re-ordered so small amount over budget.
4. Tate will get the email address for FOTSL for virtual cards.

#### Donor Data

*Tate Sakiyama*

1. Update – nothing to report

#### Music & Summer Concerts / Little Free Library

*Julie Dreyfus*

1. Outdoor events are limited to 100 people and you have to take registration for contact tracing. 25 feet between performers and spectators. Other restrictions apply.
2. Summer concert update – debate on whether or not to try and do it. Amy VanLangen will reach out and figure out what’s possible with electricity and other considerations, such as Covid restrictions.

#### Publicity

*Publicity Team (Megan Stoessel, Emily Dellaglio, Allyson King)*

1. Update – nothing to report

#### Welcome Committee

*Welcome Committee Team (Dianne Quandt, Irene Saranteas-Bassalee)*

1. Updated – sending out another mailing soon – end of May. Will be in touch before sending out to update recommendations.

#### Children’s Programming

*Children’s Programming Team (Jennifer Baker, Megha Kadiyala)*

1. Update – looking into events that are outdoors, not Zoom. Taking suggestions. Ice cream truck hosted by FOTSL. Amy VanLangen will look into it.

#### Exhibits

*Position unfilled*

1. No update



## Other Business

Amy suggested we all get together to do a distanced outdoor event in the June timeframe. Will look into details.

## Motion to Adjourn\*

**VOTE:** Amy VanLangen made motion to adjourn. Kara McDermott seconded. Unanimous approval.

9:15 PM Meeting Ended

Next scheduled meeting is: May 6<sup>th</sup>, 7:30 PM via Zoom

\*vote required