

**MINUTES OF THE BOARD OF THE FRIENDS OF THE SAWYER FREE LIBRARY, WEDNESDAY, JUNE 17, 2020**

**THE MEETING WAS HELD IN AUDIOVISUAL FORM USING THE ZOOM APPLICATION ON LINE BECAUSE OF THE CORONAVIRUS SITUATION.**

**PRESENT: A roll call was taken.** Rebecca Aliberte, Kecia German, Sandy Reinecke, Dennis Corkery, Lisa Christensen-Foley, Gail Sarofeen, Colleen Hogan-Lopez, Jeff Shindell, Shelagh McCauley

**ABSENT:** Jane Gagliardi, Rosemary Howarth

**GUEST:** John Day

**Introduction:** (Rebecca Aliberte)

John Day was introduced as the liaison member from the Board of the Sawyer Free Library.

**Minutes:** (Shelagh McCauley)

The minutes of the meeting held on March 30, 2020 were accepted and approved unanimously after a roll call tally of votes.

**Assistant Director:** (Beth Pocock)

No report

**Treasurer:** (Kecia German)

See attached March, April and May reports. Of note is that \$105 was credited to Book Shop sales after the cash boxes were emptied in May when the library was closed.

An internal adjustment of \$42 was made in the Art Auction funds.

The year to date income is \$19,652. Items to be paid in the next fiscal year include \$3500-\$4000 for the AWE Early Literacy Station voted on at the last meeting and NE Aquarium pass due to be paid in July. The

Treasurer's reports were accepted and approved unanimously after a roll call tally of votes.

**Book Committee:** (Kecia German, Shelagh McCauley)

Because of the Coronavirus pandemic the Library and therefore the Book Shop have been closed since the middle of March. When the library reopens in a partial fashion the 1913 building and the Saunders House will remain closed for an undetermined time. It is unknown when the Book Shop will be allowed to reopen. Books will need to be quarantined for 9 days. Possible sites for this include the Cage and the Friends storage area/white rack in the 1913 annex basement.

Donations are not being solicited at this time but are being accepted when received.

**Membership:** (Kecia German)

The Membership team will start work soon on the annual Membership renewal drive, including publicity for this. Sandy volunteered to help input Membership data.

**Publicity:** (Colleen Hogan-Lopez, Sandy Reinecke)

An article about the Friends Book Shop was published in the Cape Ann Magazine. Colleen Hogan-Lopez will seek permission from Tracy Davis in the Corporate Communications Department to send a copy of this article to all Friends members. We would like to send this out upon the reopening of the Book Shop.

**Product:** (Dennis Corkery)

Supplies are adequate. Future consideration will be given to changing the design of the bags.

**New Business:**(Rebecca Aliberte, Kecia German)

The Budget proposal for 2020-2020 was presented and approved unanimously after a roll call tally of votes. Expenditures are expected to be significantly less this financial year on account of the Coronavirus Pandemic.

The Children's room renovation will now take place at the end of July and early August.

An ad hoc committee will be formed with suggestions on improving the Friends portion of the library's web site.

It was elected to spend \$14 per month to improve the quality of Zoom Internet meetings.

**Art Auction:**( Gail Sarofeen)

Since the Matz Gallery in the library is closed to patrons for the foreseeable future, the Art Auction Committee met to discuss the October Art Auction. The possibility of holding an online auction was explored and dismissed due to a variety of reasons. In light of Covid 19 restrictions the Committee recommended and the Board agreed unanimously via roll call to postpone discussion of any type of Art Auction until 2021.

An advertisement postponing the Art Auction will be placed on the library's website and in the Beacon newspaper and an eblast sent to Friends.

There being no other business the meeting was adjourned at 11.20am

**The next meeting is scheduled on Wednesday, July 15 at 10am, again using Internet Services for a virtual meeting.**

Respectfully submitted, Shelagh McCauley