

FRIENDS OF THE STONEHAM LIBRARY

MEETING AGENDA



Location:	Stoneham Room at the Library Google Meet Link or Dial in (audio only): (US) +1347785 PIN: 357 135 204#
Date:	February 10 2024
Time:	11:00am to 12:00pm Executive Session (Board of Directors only) 12:00pm 1:30pm Monthly Meeting with all members
Meeting Organizers:	President Caroline Read Vice President Lindsay Laughlin Secretary Allison Lane Director of Events Glenda Colon Associates: Trish Robertson, Marianne Wronka, Wendy Bestor, Connie Filo

AGENDA MONTHLY MEETING	TIME
Call to Order by the President Review & Approve January Minutes Review & Approve Financials	5m (12:05)
President to appoint associates and assign to Committees	5m (12:10)
Books in Bloom Event Glenda, Caroline & Garden Club	20m (12:30)
Summer Reading Program President to create a committee and appoint members to solicit sponsors for event Prize list included on Committee List Elsa & Anna Program, February event: Vote to write check to library for \$225 Create plan to promote before and after event	15m (12:45)
Library financial requests for building / ARPA funds Various town meetings Friends newsletters in February and April to include call to action to come vote Select time and place for Friends "Comm	25m (1:10)
New Business	15m (1:25)
Upcoming Meetings: 2/12: Library Board of Trustees Meeting @ 7pm (Virtual or Library) 2/27: Select Board 2/27 @ 7pm Budget recommendation from Town Adm, Dennis Sheehy 3 / 2 : Books in Bloom Meeting @ 9 a m , Caroli	5m (1:30)

Meeting Minutes for Saturday February 10th, 2024:

1. 12:00pm Call to Order. Voting members in attendance:
 - a. Voting members in attendance Caroline, Glenda, Lindsay, Allison, Trish, Marianne
 - b. Non-Voting Members Ann Eastman, Maria Silvaggi, Austin Haley Trustee
2. Approval of Minutes from 1/13/24:
 - a. Motion to approve Lindsay and seconded by Allison.
3. Approval of Financial Reports
 - a. Motion to approve Glenda and seconded by Marianne.

Books in Bloom Event Glenda, Caroline & Garden Club

No alcohol at the event

Approval was a process, time consuming, and costly

This will not occur this time, but look toward doing so in the future

Capacity is still something that we are looking for will look at the end of the meeting

Occupancy levels that depend on this will inform the number of tickets that are allowed

Volunteers Food pick up, set up, clean up, tickets, raffles, prizes,

Garden Club can help with the raffle event ideas even if they are not physically here

- Garden Club will help with event although it is 2 weeks before the plant sale

Music

Local Musicians \$100 an hour / \$300

Swing Musicians Tiers of cost 3-piece band \$800

Donation from Rotary Club

Bouquets Follow Up on Number of Donations for The Arrangement Match

Ticket Cost \$35

Raffle Prices \$2 per ticket and \$10 for 6

Advertising Costs

Stoneham Independent 7 inch column- 4 weeks about \$100 and Interview

Town Facebook Garden Club, Stoneham pages ... Free

Newsletter to members

Flyers- school, police station, fire department

Town Bulletin

Woburn Reporter Interview

Stoneham Patch only if we feel like we need to do a push

Promote with MSuTube News Channel

Summer Reading Program

Voted to Create a Summer Reading Program Committee Chair Caroline Glenda

Marianne Wronka Maria Trish- primarily to solicit

Questions that came Age Group

0-11 (05 / 11)

12-18

Adults

- All summer reading programs have prizes
- Adults- There are punch cards available for any book and themes

The more punches that people get, you get a prize

Kick Off Event Jun 29, 2024 6:00

What are they looking for in terms of help?

- Sponsorship for gifts and food

- Help get ready for the event

Elsa and Anna Program (February 20th @ 11:00)

Themed Storytime in the Children's Room

A group that will read to children and dressed as Anna and Elsa

Asking Friends to fund for \$225

All motioned and unanimously voted to pay.

Library financial requests for building / ARPA funds

Library made a request for a tent and renovations for the Children's Room

Capital requests for VAC and roof repair

Presentation on Tuesday morning the 13th at 8:00 at the Capital Building Committee

It is available virtually and in person

Separate from the Capital Requests are also the Budget Meetings that there are also currently being presented

Agenda for May town meeting has not been set for when the library budgets will be voted for

We will not know until April

New Business

Discussed the process for reviewing the MOU

Who was involved?

- There were three members that participated in the creation of it based on a draft

Any additions or changes can be sent to Lily

Monday trustee committee will discuss the committee that is going to be formed with the

Library Trustees and the Friends of the Library Group

Questions around the Trustee Minutes being posted on the city site came up

Community Engagement Committee - needs to be made and dates need to be set

Motion to appoint Maria as an Associate of the Friends of Stoneham Library and a Member of the Community Engagement Committee. Members voted in favor.

4. Adjournment at 1:30pm

- a. Motion to approve by Lindsay and seconded by Trish.