

NPL Friends Meeting (Zoom meeting with Board and Committee members)

September 14, 2020

Attendees:

Jill Angel
Judy Blachek
Sue Carey
Carol Eyman
Vickie Hill
Lara Moody
Margie Morse
Michelle Podsiedlik
Jenifer Smith

Next meeting: October 12 (Columbus Day), 2020 – this virtual (Zoom) meeting will be opened to Friends membership list

Review of August meeting minutes: Approved

Treasurer's Update for August 2020 & Petty Cash: Approved

- Daily used book sales: \$2965.25
- Checkbook balance: \$34,849.58
- Savings balance: \$28,452.56
- PayPal: \$2201.85
- Petty cash: \$51.94; need to replenish with \$100
- Due to effects of the pandemic, we agreed to cut projected membership and daily sales budgets

Membership:

- 138 as of September 14, 2020
- We will not do membership baskets as an incentive this year; instead we agreed to offer 5 \$20 Toadstool gift certificates

Infrastructure Update

- Pop-up sales: \$715 in August and \$967 in September; next sale is October 3, rain date October 10.

- Ted Reinstein postmortem: Everyone agreed it went very well; 22 attendees although 45 had signed up; Carol is looking into the issue with some registrants not receiving log-in information.
- GoDaddy and Diane Aiello: Diane made a donation to cover this fee and we will apply it as her membership dues.
- Opening up virtual meetings to the general public – we agreed to open up meetings starting in October; Margie will send out an invitation to the distribution list one week ahead and send the link only to those members interested in attending.
- Return to volunteering after travel outside New England: You must quarantine for 14 days before returning to the library.
- Our annual meeting will be held virtually on November 9 (in the same manner as the Ted Reinstein event); Carol and Judy each proposed a program idea and we agreed to go with NH Civil War monuments as a first choice, and NH Roadside monuments as a second choice.
- October meeting on Columbus Day: since the library will be open, we will meet (Zoom).
- Book donation from Loren’s Aunt Jane: Vickie and Judy will go cherry pick her large inventory of titles (hundreds) before they are actually donated to the library.
- Jenn Hosking made a request for Children’s Room monitors; we agreed that they would order them and we would pay them back.
- We continue to quarantine book donations for 3 days before handling.

Director’s update (Carol Eyman)

Charging station—We have a new charging station. You can plug in your device, lock it into a slot, and come back later to pick it up.

Zoom--We’ve done about 5 programs using Zoom and all is going well. Thank you for funding this.

Survey results—We asked what services customers most want to see return to the library in the next phase of reopening. The ability to browse the stacks was by far the most desired, so we will concentrate on that. Several conditions would need to be met:

- COVID case counts under control, especially after the opening of schools
- We need to fill two positions for circulation staff
- Browsing would be by appointment

Planning will be done in consultation with the city’s health and safety committee.

We are planning for reopening of additional library services. Which of them would you most like to see return next? Select up to 3.

Entry to the Children’s Room	32.99%
Entry to the Teen Room	13.95%
More computer appointments	8.84%

Ability to browse the book, DVD, and CD stacks	72.79%
Ability to read newspapers	9.18%
Ability to browse magazines	11.90%
Ability to charge electronic devices	6.12%
Sunday openings	35.71%
Total Respondents: 294	

Mayor’s Book Club—We’re circulating copies of *The Woman’s Hour* by Elaine Weiss, the selection for the September 30 meeting of the Mayor’s Virtual Book Club, and helping publicize the event.

Interlibrary Loan—The NH State Library has announced interlibrary loan will be available again starting September 15. You can call NPL to order items, or use the form on our website.

Website—We’ve added some features to the children’s and teen pages on the website to reflect the current need for virtual services:

- Remote Learning Support page for teachers, students, and parents: video tutorials on using library e-media, signing up for library cards online, using the library catalog, databases, online courses.
- Virtual Storytimes and book lists to accompany them.
- Educational (and fun) escape rooms. We also offer to create escape rooms for teachers to use in their lessons.
- Information about our Take-n-Make Crafts.
- Information about the End 68 Hours of Hunger food packets that are available at the library throughout the school year.

Financial Requests/Grants

- We approved through email the request for a Zoom license for the library of \$500, which included 2 additional Zoom host licenses and enough money to pay annually through Sept 6, 2021.
- Ella Anderson grant: Judy submitted a \$6000 grant request for next year’s Nashua Reads program.
- We approved Jill’s request to order extra stamps and agreed on 400 stamps.
- We approved a \$50 donation in Chuck Lytle’s name to the Alzheimer’s Association.
- We approved a \$100 donation to End 68 Hours of Hunger.
- We approved increasing our sunshine fund to \$200 to cover these donations.

2020 Nashua Reads virtual presentation update

- No ring light is needed for Lisa since the event is in the afternoon.
- Sue has been in touch with Jamie Ford's agent; Lisa will provide her questions to Jamie ahead of the event; Carol, Lisa, Jamie, Judy, and Toadstool reps will have a practice session before the actual event.
- 57 people have signed up so far.
- Toadstool wants to partner with us on sponsoring the event.

2021 Nashua Reads

The team continues to read assigned titles and also added two titles to the list.

Miscellaneous

Michelle suggested that if we feel the need to purge more of our inventory (fiction primarily) since we're running out of space we could contact the prison (or other organizations) to see if they would like books.

Action Items

Margie	One week before October meeting, send a notice to distribution list asking for those interested in attending; include only those members on the notice with the link.
Carol	Check into availability of programs for Annual Meeting.
ALL	Sign up for Beyond the Book!
Judy	<ul style="list-style-type: none">• If we feel we need to purge inventory further, ask contact at prison if they would like more books.• Request the staff list and get the final number to Jill.• Get note cards out to board members to write the thank you notes for an early November distribution.• Buy the Toadstool gift cards for membership incentives.• Contact the speaker and arrange for the annual meeting.• Create the PowerPoint highlights of our year for the annual meeting.
Jill	<ul style="list-style-type: none">• Purchase stamps for library and staff appreciate gift cards.• Donate \$50 to Alzheimer's Association for Chuck Lytle.• Donate \$100 to End 68 Hours of Hunger.• Adjust projected budget for daily sales and membership.
Board members	Write thank-you notes.

