



FRIENDS OF THE W.K. SANFORD COLONIE TOWN LIBRARY MEETING MINUTE July 14, 2020 – 10:00 AM

NOTE: Because of the current CoronaVirus Pandemic (causing the closure of the physical library), this meeting was held via Zoom.

ATTENDING (via Zoom)

Edye Benson, Jan Hagen, Becky Klope, Leslye Milos, Louise McColgin, Evelyn Neale, Jennifer Soucy, and Claudia Thornton.

LIBRARY

Evelyn reported that she and Jennifer have to finish this meeting in time to open the library by 11:00 am.

BOOK SALE AT FARMERS MARKET

- Edye and Louise handled the first Book Sale at the Farmers Market. They have requested a large sign. Jen indicated she does not have a large enough one, so there is an option to purchase a sign through Walgreen's. Estimated price would be around \$30 (less any available coupon) for a 24x36 sign. Since it can't be determined how many times the book sale can be held, it has to be decided if this would be a worthwhile investment.
- Jan suggested that the sign say "Individual Items \$1" AND "Bundles \$5" rather than "All items \$1". All agreed this would be a better wording.
- Edye thanked Louise for standing with her during the entire book sale in the blistering sun. We all thank both of them!
- Edye said they had lots of mysteries, general fiction and inspiration/healing type books, but no biographies, history or older kids' books (for which there were lots of requests).

- The proceeds were \$82 which included the sale of six bags. This suggests that the book sale is worth doing so long as we get volunteers to help us out. Edye will drop off the \$82 at the library to Jen. Leslye stops at the library weekly to pick up mail, etc. and will take the \$82 to the bank. The book and bag proceeds won't be separated. Three book bundles were also sold.
- To make the volunteers more comfortable, the Friends would supply thin, clear gloves and sanitizer. All are required to wear masks.
- Becky will send out an email to all Friends requesting volunteers for August and September.
- The location of the Friends tables could be better ... perhaps under the trees on the grass. A sign pointing to "Big Book Sale" was suggested..
- Edye suggested an umbrella would be helpful to keep everyone more comfortable. Others mentioned an easy-up tent. This is a different item than the shade item Katelyn had budgeted for at the Book Nook. This could be a 10x10 pop-up tent at a cost of approximately \$100. The tables could be placed in an L shape so they would fit under the tent. Leslye made a motion for the purchase of the tent and disposable gloves not to exceed \$200. Claudia seconded the motion, and it was passed unanimously.
- Edye mentioned that taking the books to and from the shed was quite a bit of work. She will ask for a different cart the next time rather than the one she used.
- Edye will continue to sort books.
- Any volunteers will need instruction from Edye regarding the Book Sale.
- There were numerous people who asked if donations were being accepted.

LIBRARY OPENING

- Evelyn indicated the Farmers Market used the front parking lot. If the back parking lot had been used, the Library could open on Saturdays. As it stands now, the Library will open after Labor Day on Saturdays, probably 12-5. That way, the Library schedule will only overlap one hour with the Farmers Market.
- Evelyn added that staffing will be increased from the current 11 to 20 out of the total of 55 staff; however, two of those additions are out for medical reasons.
- On August 3, the Library will get back 10 more staff, mostly part-timers.
- The Library schedule will increase to 6:00 pm in August.
- The Colonie Library was the first local library to open in June. Cohoes is closed until August. Albany is having a couple of curbside locations, and Bethlehem is closed until further notice.
- Jan said, "It's great to have our library back!" All agreed. Evelyn said last week was the busiest so far.

REQUESTS AND MISCELLANEOUS

- Evelyn said there will be some requests for funds soon.
- Evelyn mentioned that the floor in the play area looks great and will be a tribute to the Friends' donation for a long time to come.
- Regarding book donations, Evelyn said Marion will be back August 3. At that time, discussion will happen about donations and the three-day quarantine. Not yet sure how it will all be handled, but the Library is shooting for September.
- Evelyn said there is another big bin for outside book drops. This could be used for donations to quarantine for 72 hours. Perhaps specific days will be designated for donations.
- Evelyn said the Library is still awaiting the door for the Tech Services office. Once that's installed, it will make it easier to manage donations.

T-SHIRTS

- Jen sent out an email regarding T-shirt sales. Tomorrow (July 15) is the deadline to order. Jen verified email addresses.

The meeting adjourned at 10:40 am.

Next meeting: Tuesday, AUGUST 11, 2020 at 10:00 am via Zoom.

Meeting Minutes respectfully submitted by Claudia Thornton, Secretary.