

Friends of NSL Meeting 01/18/2018 – Focus on 2018 Yard Sale & Book Sale

MINUTES

- Dates & Times:
 - Donations can be received at the Library during normal business hours until 6 PM 2/15/2018
 - Pricing: final pricing will take place during setup beginning Wednesday 2/14/2018 until Preview Sale
 - Setup: Starts Wednesday, 2/14/2018 at 3 PM:
 - Setting up tables – Brad Kloss
 - Pulling items out of back room, displayed on tables, organized with like items (housewares, electronics, seasonal decorations, etc.)
 - Final pricing guidance on general merchandise-Lauralee Barnes
 - Final pricing guidance on children's clothes – Michelle Coco
 - Setup: Continues Thursday & Friday with books getting placed in hallway Thursday night
 - Preview Sale/Party for Friends of NSL is Friday 2/16/2018 from 6:30 PM to 8:00 PM
 - Yard Sale is 2/17/2018 from 8 AM to 4 PM
 - 50 % off pricing begins at 3pm
 - Items and doughnuts remaining after sale will be boxed up for donation to Kings Home
 - Lauralee will contact Kings Home to schedule donation pickup
 - Book Sale
 - \$10 per bag pricing - We have plenty of bags
 - Boxes with books by popular fiction authors will be placed in hallway, alphabetized, with signs indicating
- Communications – for donations and about the sale itself
 - Library Publications / calendars have been updated – Katie – complete
 - Flyers – placed in and around library – Katie/Kate – complete
 - Email to Friends and Yard sale distribution list – Lauralee posted on NextDoor.com and email sent to Friends – complete
 - Sites/Social Media to notify or post
 1. NSL Website has notice of sale
 2. Neighborhood Groups- Karen Berryman will post on other Nextdoor.com to include larger area, i.e. Highland Lakes, etc. – cut and paste from current posting on Nextdoor.com for uniformity of message
 3. OMMS listserv – Brad will contact regarding donations and sales

4. Craigslist & VarageSale– Lauralee will post closer to date
5. Banner(s) – Brad will coordinate with Katie to locate and have additional banners created
6. Road signs - Brad knows where they are located
7. Karen Smith will contact radio station 96.9 (?) to broadcast the need for donations and sale date on community PSA.

- Other Sale Logistics

- Pricing stickers – Brad knows that we have some, more ordered by Katie
- Other supplies needed
 - Clothing racks – Morgan & Lauralee, possibly Karen B.
 - Hangers- Jen Coleman, Stacey white
 - Electrical strips – Morgan
 - Painter's Tape , batteries– At the library, Brad knows location
- Friends Preview Party
 - Refreshments: Provide budget for Katie to purchase: Fruit, Vegetable Tray, Cheese & Crackers, Tea, bottled water, wine
- Day of Sale Supplies:
 - Coffee / Donuts / Refreshments
 1. Brad in contact with Daylight Donuts for donation.
 2. Katie – please confirm coffee supplies, cups and napkins
 3. Lunch – Plan on pizza, water and tea for volunteers on Saturday 2/17
 - Checkout Table
 1. Paper, calculators, pens. Credit cards can be used for both book sale and Yard Sale
 2. One checkout table for both sales

- Sale: Volunteers – Three Shifts but everyone is welcome all day!
 - Katie will direct volunteers for Checkout Table
 - 0730-1130 (Includes opening up, fixing coffee, displaying doughnuts, helping guests shop, keeping items displayed well)
 - Brad Kloss- All day, books
 - Karen Smith- All day
 - Natasha, Veronica, Jovannah Kloss- Donuts and Yard Sale
 - Morgan Barnes- Saturday morning, books
 - Stacey, Rachel & Katelyn White - Morning until 1pm
 - Laura Dinan (AT&T Pioneers)
 - Julia Wolter (AT&T Pioneers / Teen Volunteer)
 - Carol Mahinske (AT&T Pioneers)
 - 1030-1430
 - Lauralee Barnes
 - Thomas Barton (Teen Volunteer)
 - Justin Benson (Teen Volunteer)
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 - 1230-1630 (Includes boxing up donations for Kings Home, relocating boxes of books from hallway to back room, trash round up and disposal, vacuuming, table breakdown and put away, etc.)
 - Morgan Barnes
 - Lauralee Barnes
 - Jen Coleman
 - Karen Berryman
 - Tom Berryman

Other Items-New Business – Food For Thought

Date set for Board Meeting with all friends Thursday Feb 22, 2018 at 6pm

A notice will be sent by the Secretary to all Friends of NSL no later than 2 weeks prior to meeting date

Votes needed on changes to the By-Laws to include:

- Aligning membership due dates to one year from date paid
- Family Memberships vs. each individual pays
- Need to determine what the benefits are for joining Friends of NSL; READ cling, early access to library events, special events for Friends only, other ideas?

Proposal from NSL Adult Services Dept. requesting monetary assistance to cover speaker fee and light refreshments in support adding an additional writers workshop in April for Don Keith. Due to overwhelming positive response the current scheduled workshop (Feb 17th) has been increased in size twice and also has a waiting list.

Motion made by Brad Kloss to support request; Karen Smith seconded motion; motion passed unanimously

Board discussed creating and having a sign prominently displayed in the workshop stating “This Event sponsored by the Friends of North Shelby Library”

If event reminder is sent to all who have signed up for Feb writer workshop, could a mention of the yard sale & book sale on that same day be made? (“...Come early or don’t forget to stop by on your way out...”)

Proposal from Director of NSL for Friends to provide funding to assist with purchase of 3-4 laptops to accommodate increased technology programming for all ages at NSL. When not in use for dedicated programs the laptops would be available for use in house by adult patrons. Intention is to sell 17 current outdated NSL laptops in the yard sale on Feb 17.

Discussion amongst the board, number of laptops Friends would purchase, Karen Berryman brought up concern regarding licensing and what software would remain on laptops being sold. More information will be forthcoming. Proposal to purchase 3-4 laptops will be voted on at meeting Feb 22· 2018.

Attendees:

Morgan Barnes

Lauralee Barnes

Karen Smith

Brad Kloss

Paula Turner

Jen Coleman

Stacey White

Karen Berryman

Meeting Adjourned