**Friends of the West Haven Library Meeting Minutes 7/7/20**

In attendance: Colleen Bailie, Catherine Bushman, Alan Olenick, Bill Heffernan, Ben Martin, Maureen Ulsamer, Patti GaNun, Sue Bonci, Heather Westbrook, Angela Invernale, Gwen Haley

·         President’s Report

Alan did a birthday fundraiser for the Friends via Facebook—asked for $200 in donations, received $1800

·         Director’s Report

Initial meeting for the library assessment took place—some Friends/board members attended. Initial survey will hopefully take place in September—will need some help from Friends. Outreach likely to be digital due to COVID

LP building has been sold and likely will not re-open at all. Carrigan has been very accommodating and we will begin offering parking lot pickup there (and at OM) one day a week. City Council claims to support a library presence in Allingtown so we plan to hold them to that and send the message to the public that we are doing everything we can.

Library visits are still by appointment only. Looking to expand hours slightly. We are pretty much staying on par with what other libraries in the area are doing.

Staff changes: Peggy (reference) to retire Oct 2nd—perhaps we can put together a sendoff video for her. Rachel (OM branch manager) will be leaving at the end of August. Aisha (LP branch manager) will likely transition over to OM.

All COVID protections still being fully enforced. Fines are being waived at this time.

The state gave us laptops and hotspots (which we’ve already begun circulating); we are still figuring out the particulars of how the laptops will be circulated.

Programming: Both adult circ and children’s are working on projects about women’s suffrage, take and make craft kit have been going out from the children’s dept, some story times are being streamed on Facebook live now, and there is a scavenger hunt for kids and families to participate in all around West Haven.

Summer Reading winners collected their baskets and some were regulars in the children’s dept—everyone was thrilled and grateful to the Friends

·         Treasurer’s Report: Read and approved

Need to double check on the checks we were incorrectly charged twice for

·         Membership Report:

Total current members: 73

Total amount of dues paid: $60

Membership renewals since Jul 1st 2020: 3

Donations made through Paypal will receive an email as a thank you (no physical letter necessary); we can ask donors if they’d like their donations to be counted as membership fees to join Friends or if they just want to donate

Maureen to send goodbye card to Rachel and definitely something for Peggy before her last day (Oct 2)

Perhaps we should set up a special meeting to discuss book sale (FOCL may be putting something out soon about how to conduct a sale in these times)

We are looking into donation software to keep track of everything and everyone contributing; the Friends will hopefully help share the cost

Ben proposed that no money be transferred from Paypal to anywhere other than the Friends bank account unless explicitly approved by the board. - Motion Approved

Next meeting: Tues Sept 1st 2020