

Friends of the Berwyn Library Planning Meeting

Monday September 11, 2017 6:30 P.M.

Board Members Present:

Lois Hummel, Secretary/Treasurer
Sue Stopka
Millie Ayala

Other Attendees:

Kendra Nudd, Nominee for President
Patrice Murtha, Nominee for Membership Coordinator
Michael Erickson, Nominee for Board
Mary Peranteau, Past President
Phyllis Walden, Past Board Member
Jean Knoll

Open Meeting:

As the only current officer of the Friends of the Berwyn Library (FBL), Lois Hummel opened the meeting 6:38 P.M. Since the current Board membership is less than a quorum, Lois Hummel explained that the purpose of this meeting was threefold. First was to meet the prospective new Board members. Second was to provide them with a background of FBL and third was to begin some preliminary planning for the upcoming year.

Lois also shared a letter from a member of FBL, Lucile Evans, expressing her concern that the Friends continue to exist. This was in response to the summer newsletter Phyllis Walden and Lois Hummel had prepared.

Presentation By Candidates for the Board:

The candidates for the Board were asked to provide some background information and explain what they felt they could bring to FBL.

- Kendra Nudd stated that she and her children use the Library regularly and her husband is on the Board of the Berwyn Library. She is a licensed clinical social worker and teaches at a Montessori school. She does a lot of volunteer work and is on the Council at her children's school.
- Patrice Murtha explained that she was asked by a friend to consider joining the FBL Board. She works for the Art Institute of Chicago as the membership coordinator for the Friends of the Ryerson and Burnham Libraries.
- Michael Erickson said he is a lifelong resident of Berwyn. He uses the Library for research and brings his three year old niece to the Library's read and play activities often. He is currently working for a political candidate.

Treasurer's Report and Audit for FY '17

The fiscal year ended August 31, 2017 with a balance of \$7,161.04. The current balance is \$7,385.94.

The total income for FY 2017 was \$4,279.05. \$2,844.05 was from book sales and \$1,435.00 for dues.

The expenditures for the year was \$4,195.72. \$3,700.00 was given to the library and \$308.47 was spent on a program for the membership for a total of \$4,008.47. Postage and miscellaneous expenses totaled \$187.25.

By-Laws:

For the information of the new candidates, it was explained that the previous Board was in the process of revising the By-laws. The changes to Article III Sections 1, 3, 7 and Article IV Sections 2 and 3 are minor.

Article VI Section 1 states that the current term is three (3) years. Lois Hummel explained that the terms are staggered. There are currently no one on the Board with a three (3) year term. Lois Hummel has two (2) years remaining and Sue Stopka and Millie Ayala have one year left. This leaves the following options:

- Three year term needs two to three candidates
- Two year term needs one to two candidates
- One year term needs zero to one candidate

These options are available as there are seven Board members, so one of the terms requires three (3) members and the other terms require two (2).

It was also explained that there was prior discussion to change to shorter terms to better attract candidates. This will need to address by the new Board.

Article VI Section 3 should also be addressed. It currently states, that the vote for officers is at the annual meeting and is by a written ballot if more than one candidate. It was explained that in the past the annual meeting was held in April. This does not agree with the Fiscal Year (September 1 to August 31). Also, due to past circumstances, the annual meeting has been flexible and held on different times. The terms and ballot voting should be changed.

Article VI Section 4 has been added to allow the Board to elect interim Board members prior to election by the membership.

Program for Friends of Library Week October 15 – 21, 2017:

The Board normally provides a program for membership during Friends of Library Week. It was explained that due to the short time, we have two (2) options. The first is to piggy-back on the Library's Songs of World War I program on October 19, 2017 at 7P.M. The Friends has done this in the past and provides the refreshments.

The second option is to come up with our own program on Saturday October 21, 2017 at 10 A.M. This is the only time the community room is available.

Membership renewals:

The current membership consists of 51 households. Due to the small number, renewal has been linked to Friends of Library Week. We have occasionally provided incentives for renewing by a certain date. These have included certificates for Berwyn business, something from the Book Table and new books. We need to get the renewal letters out by early October.

Reports and review funding guidelines:

The FBL provided \$700 for the October 25, 2016 Open House. This was funded because the FBL proposed to the Library to have a welcoming reception for Keshia Garnett. This then morphed into funding for the open house with the Mayor to celebrate the renovation of the Library.

Quick Classes was held May 15 to May 18, 2017. This was a series of continuing education classes for Seniors. The FBL funded this in the amount of \$900.

\$400 was provided for a program to target preschoolers to get first Library Card.

At the May 2017 Board meeting, we had not received a request to fund the Fairy Tale Ball. The Board had made it clear that we had to have the request at this meeting, as it was the last one prior to the event and the terms of two (2) Board members was ending. The Board did vote to approve \$500 for books to be given away to the children pending receipt of a written request. A notice of the Friend's donation would be in each book. The Friends has provided this in the past.

Later, the Friend's liaison was given two (2) requests one for \$600 for books and the other for \$1280 for various entertainment. The request for books was granted in the amount of \$500. Because there were only three (3) voting members by this time, a vote could not be taken. After much discussion, it was decided to approve funding in a nonconforming manner. This was done because we had the funds and we were unsure of the future of FBL due to lack of candidates for the Board.

Other than the Fairy Tale Ball, we have not received a report on the programs.

Retreat:

When the past two (2) Presidents began their term, they held a Strategic planning meeting. Everyone was provided with the minutes from these meetings. The new Board will determine if they wish to have their own meeting. Things to include in this meeting are:

- Plan for FY '18 programs
- Not-for-profit status
- How to get more members and their involvement
- Discussion to recruit future Board Members and more volunteers to work on projects

Other Items Not on Agenda:

The three (3) Board members approved the candidates. Lois Hummel stated the Library is having a program on September 16, 2017 at 2 P.M., "The Art and Life of Frida Kahlo". We could ask Sharon Lorenzi, the program coordinator,

to allow us to have a brief Friend's membership prior to the program at 1:45. We can then email membership requesting attendance.

Mary Peranteau mentioned that someone from the Board has been attending the Library Board meeting. This should be continued. It was suggested to have one of the at-large positions be responsible for this.

Millie Ayala inquired if the Library joined Fund for Illinois Libraries. This organization charges a fee to belong. This allows libraries to direct donations that require a 501(c)(3). The donation would then be forwarded to the Library. Keshia Garnett had come to the Board with a request to pay this fee. The Board declined as it would cede control in how these funds were used.

October 2, 2016 at 6:30 P.M. is the next Board meeting.

The meeting ended at 8 P.M.