

**Friends of the Berwyn Library Board Meeting**

**Monday October 2, 2017 6:30 P.M.**

**Board Members Present:**

Kendra Nudd, President  
Michael Erickson, Vice President  
Lois Hummel, Secretary/Treasurer  
Patrice Murtha, Membership Coordinator  
Sue Stopka, board member

**Other Attendees:**

Jerry Hill  
Jean Knoll  
Katie Rose

Absent: Millie Ayala, board member  
Briana Perlot, Friends Liaison

**GENERAL BUSINESS:**

**Call to Order:**

The meeting was called to order at 6:30 pm. A quorum was present.

Kendra Nudd welcomed the three guests and had each introduce themselves.

**Comments on items on the Agenda ----- Action Item**

Lois Hummel motioned to accept the agenda and Michael Erickson seconded the motion. The agenda was unanimously accepted.

**Minutes of the May 1, 2017 Special Board Meeting; Minutes of the September 11, 2017 Planning Board Meeting and Minutes of the September 16, 2017 Special Membership Meeting --- Action Items.**

Patrice Murtha moved to accept the May 1<sup>st</sup> minutes as presented and Sue Stopka seconded the motion. The vote to accept was unanimous.

Michael Erickson moved to accept the September 11th minutes as presented and Patrice Murtha seconded the motion. The vote to accept was unanimous.

Patrice Murtha moved to accept the September 16th minutes as presented and Kendra Nudd seconded the motion. The vote to accept was unanimous.

**COMMUNICATION/OPEN FORUM:**

**Guests/Possible Board Member-at-Large and/or Volunteers:**

Katie Rose introduced herself. She is a very new resident of Berwyn and wants to be involved in the community. She finds the Berwyn Library a very lively place. She grew up with the library as her day care provider. She is a theater teacher.

Jerry Hill is a past Berwyn Friends of the Library Board member. He started the "Take a Book Leave a Book" program at the Berwyn Metra station. He was also the book sales coordinator. Jerry expressed an interest in helping Michael with special programs and Sue Stopka with the books.

Jean Knoll is an advisor for the Morton Schools. When she learned that the Friends may have to suspend due to lack of Board members she did not want to see such a valuable resource disappear.

It was explained, while we only have one position open at the present, we are looking for volunteers to help us expand. Volunteers are welcome to come and participate in all Board meetings and be on committees. The main restriction is they cannot vote.

Briana Perlot received a volunteer application form from Ana Perez. Kendra Nudd and Briana Perlot will follow-up.

**Facebook/FOBL web page voice mail:**

Kendra Nudd reported that Briana Perlot indicated that there were no messages for the Friends on either the web page or voice mail. It was discussed that in the coming year we may want to look at enhancing our means of communication. Lois Hummel pointed out that the Friends are on the Library's web site but it is hard to find. It is listed under donations.

**Bulletin Board:**

Deferred due of absence of Millie Ayala.

**REPORTS:**

**Special programs:**

Michael Erickson had nothing to report. But would like the help of Jerry Hill.

**Membership:**

Patrice Murtha was unable to access membership on Google Forms. She will contact Briana Perlot to straighten this out. Lois Hummel reported there are 51 single and family memberships.

**Book Sales:**

Sue Stopka reported that sales and donations have slowed down. The number of romance and children's books donated are low. These are the best sellers.

**Treasurer Report: ---- Action Item**

Lois Hummel reported as of September 30, 2017 there is a balance as of \$7,508.14. (See attached.)

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

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.

Patrice Murtha motioned to accept the report and Michael Erickson seconded the motion and it passed unanimously on a roll call vote.

There were no funding requests from the Library.

Kendra Nudd and Michael Erickson agreed to conduct an audit for Fiscal Year 2017

## **UNFINISHED BUSINESS:**

### **Not-For-Profit status:**

Deferred until a later date.

### **Reports on funded projects:**

To date we have only receive a report on the Fairy Tale Ball. We still require feedback on the Open House, Quick Classes and 1<sup>st</sup> Library Card promotion.

Lois Hummel explained that in May the Board approved up to \$500 for children's books for the Fairy Tale Ball. In July, we received a request for an additional \$1,280 for entertainment. At that time, we did not have a quorum to take an official vote. The existing Board members decided to give them the money as we had the funds and we were not sure if we would have to suspend to Friends. She is requesting retroactive approval of this expenditure. Kendra Nudd moved to approve the \$1,280 for entertainment for the Fairy Tale Ball. Patrice Murtha seconded the motion. It passed unanimously on a roll-call vote.

## **NEW BUSINESS:**

### **Retreat:**

It was agreed to have a retreat on November 5, 2017 at 10:30 a.m. at Katie Rose's home 3105 Home Avenue. Items to be discussed planning for FY 2018 and to increase membership, member involvement and expand social media. Also, membership renewal letters for November.

### **Friends of the Berwyn Library Week (October 15-21, 2107)**

Due to the late date, it was decided to have the semi-annual membership meeting before the Library's October 19, 2017 event "Songs of World War I. Lois Hummel state she had talked with Sharon Lorenzi the Library's program organizer and this was fine with her. We would pay for refreshments. Sue Stopka motioned to approve up to \$100 for refreshments for this event. Patrice Murtha seconded the motion and it passed unanimously on a roll-call vote. Lois Hummel will let Sharon know and talk to Briana to send out an email invitation to members.

### **By-Law Changes:**

Kendra Nudd thanked our visitors for coming and excused them while the Board discussed the By-Law changes.

Lois Hummel went over the changes. The change to Article III sections 1 and 3 changes Chairman to Coordinator.

Article III Section 7 deletes the library liaison as signatory to the bank account. It also directs that funding reports and receipts should be given to the Liaison.

Article IV Section 2 changes the number of Board meetings per year to an organizational meeting in September and four regular meetings to be held between October and May.

Article IV Section 3 was moved from Article III section 7.

Article VI Section 1 was kept as is.

Article VI Section 3 - the membership vote for Board members was changed to a voice vote only.

Article VI Section 4 has been added – allowing the Board to elect interim board members if a vacancy occurs.

Addendum 2 deleted the required weekly hours for the liaison to work on Friends activities. Minor wording changes were made to the final paragraph.

Kendra Nudd motioned to accept the changes to the By-Laws. Patrice Murtha seconded the motion and it passed unanimously on a roll-call vote.

**NOMINEE:**

There was a discussion on the three candidates. The Board was very impressed with Katie Rose. Her enthusiasm and ideas and participation in the meeting was appreciated. Pursuant to the changes in the By-Laws, Lois Hummel motioned to accept Katie Rose as an Interim Board member to be approved by members at the October 19<sup>th</sup> semi-annual members meeting. Patrice Murtha seconded the motion and it passed unanimously on a roll-call vote.

**COMMENTS NOT ON AGENDA:**

None

**Adjourn:** Kendra Nudd called the meeting at 8:35 pm.

Retreat November 5, 2017 at 10:30 a.m. at Katie Rose's home 3105 Home Avenue

Next meeting is November 27, 2017 at 6:30 pm.

*Respectfully submitted by Lois E. Hummel, Secretary/Treasurer*