

**Friends of the Berwyn Library Board Meeting**

**Monday March 15, 2018 6:30 P.M.**

**Board Members Present:**

Kendra Nudd, President  
Michael Erickson, Vice President  
Lois Hummel, Secretary/Treasurer  
Sue Stopka  
Katie Rose

**Other Attendees:**

Tammy Sheedy, Interim Berwyn Library Director

**Absent:** Patrice Murtha, Membership

Millie Ayala

Briana Perlot, Friends Liaison

**GENERAL BUSINESS:**

**Call to Order:**

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

**Review of the Agenda ----- Action Item**

Michael Erickson motioned to accept the agenda and Katie Rose seconded the motion. The agenda was unanimously accepted.

**Minutes of the January 22, 2018 Board Meeting --- Action Items.**

Lois Hummel noted that the minutes should reflect that the next Board meeting was rescheduled to March 15, 2018. Katie Rose moved to accept the January 15th minutes as amended and Michael Erickson seconded the motion. The vote to accept was unanimous.

**COMMUNICATION/OPEN FORUM:**

**Guests:** The only guest present was Tammy Sheedy.

**REPORTS:**

**Vice President Special programs:**

No report.

**Membership:**

Kendra Nudd reported on behalf of Patrice Murtha 25 members have renewed in response to the letters that were sent out since the last Board meeting. Lois Hummel reported that she had just picked up nine (9) more renewals.

**Book Sales:**

Sue Stopka reported she usually does the books on Tuesday. However, due to health problems she is not always able to do this. She asked if there was someone available to check on the books later in the week. Katie Rose volunteered to come in on Thursday or Friday.

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

Lois Hummel reported as of March 15, 2018 there is a balance as of \$9462.37. (See attached.) She reported one check had been returned for NSF and the bank charged the Friends \$12. Katie Rose motioned to accept the report and Sue Stopka seconded the motion and it passed unanimously on a roll call vote.

**Members at Large:**

Kendra Nudd reported that Millie Ayala informed her she would not seek reelection at the end of her term in August. A search for a new three (3 year) Board member needs to begin.

**Update on Face Book page:** Katie Rose reported she should have the Friend's Face book page up next week. She will be asking the Board members for a picture and a brief personal interest story.

**Library Liaison:**

Kendra Nudd reported that Briana Perlot informed her that the Library is in the process of changing their logo and colors. After a discussion, it was agreed that the Friends would keep the old logo and colors for the time being.

Kendra Nudd reported that Catey Sullivan (a guest from last month) informed her about a meeting she attended that supports Little Libraries. These are the Take a Book Leave a Book houses. Tammy Sheedy stated she had also attended this meeting and Berwyn will be participating. The houses have been donated and they are going to target North Berwyn as it is farthest from the Library. They will be meeting soon and have a book drive April 23<sup>rd</sup>. She asked if we could donate some books. It was generally agreed to donate some books from the Friend's supply.

**UNFINISHED BUSINESS:****Not-For-Profit status:**

Millie Ayala was not present so no full report.

Tammy Sheedy did speak with the City Lawyer and the office would not be able to help with the process.

Lois Hummel reported that, after the last meeting, it was learned that there was no filing fee for the FEIN. She told Millie Ayala to keep the \$185 as there were other expenses coming up.

Lois Hummel also reported that Patrice Murtha was unable to attend the work shop on becoming a nonprofit as it was full. Patrice will try to attend at a later date. Lois told her to keep the \$35 for the later registration.

**NEW BUSINESS:****Funding Request:**

**Book Bike** The Outreach Department requested money to purchase a book bike (see attached request). The total cost is \$3,370.00. It would have the Berwyn Library logo and an acknowledgement of the Friend's contribution. Questions about safety and liability were raised. Tammy Sheedy stated that the Library's insurance would cover theft and liability. The Library would provide safety equipment helmet, etc. and that the bike riders would attend a safety class. Tammy Sheedy was asked if the Library Board would be able to give some money toward the purchase. She stated she would ask the Veverka Fund members for half the money. Lois Hummel moved to approve half the cost of purchase, \$1,685.00. Katie Rose seconded the motion. It passed unanimously on a roll-call vote.

The revised brochure was presented. Lois Hummel moved to accept revised brochure. Katie Rose seconded the motion. It passed unanimously on a voice vote.

**Printing Brochures** Kendra Nudd reported they had gotten two (2) quotes to print 500 glossy copies of the brochure. The lowest cost was \$175.00. There was a discussion about the need for such a fancy brochure as the previous brochure seemed to be tossed. It was discussed that these would be handed out at events to people who expressed interest in the Friends. Katie Rose moved to approve \$175 to print the brochures. Michael Erickson seconded the motion. It passed with 4 ayes and one nay on a roll-call vote.

**Play Kitchen** Youth services requested \$1,277.63 to replace the current play kitchen and add an open ended imagination station (see attached). Tammy Sheedy was questioned about this being paid out of the Library's budget. She stated it would not be approved any time soon. Michael Erickson moved to fund the request. Katie Rose seconded the motion it passed unanimously on a roll-call vote.

**Committee updates:**

**Outreach/Visibility:**

Facebook will be up next week.

The book bike will help with visibility and possibly the Little Libraries.

A book sale at the Friendly Tap will be October 20, 2018.

**Programming: Science Sundays in April and Promotional Fliers:**

Katie Rose and Kendra Nudd have organized Science Sundays in April. There will be a free science program April 8, 15, 22 and 29<sup>th</sup>. An email will be sent to members.

Two fliers have been developed, one by Tom Javorcic. This will be used on the web site and possibly included in the email to members. The second was developed by the Library and will be available at the Library.

**Membership:**

No further report.

**Literature/Branding:**

Approval of brochure was done under funding to allow vote on printing.

**Fundraising:**

No report.

**Assess need for Board Elections:**

A new candidate is needed for a three year term to replace Millie Ayala when her term ends this year.

**COMMENTS NOT ON AGENDA:**

None

**Adjourn:** Kendra Nudd called the meeting at 7:57 pm.

Next meeting is April 30, 2018 at 6:30 pm.

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