

## Friends of the Berwyn Library Board Meeting

Monday April 30, 2018 6:30 P.M.

### Board Members Present:

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

### Other Attendees:

Catey Sullivan

Absent: Patrice Murtha, Membership  
Briana Perlot, Friends Liaison

### **GENERAL BUSINESS:**

#### **Call to Order:**

The meeting was called to order at 6:45pm. A quorum was present and visitor Catey Sullivan was acknowledged.

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

Michael Erickson motioned to accept the agenda and Millie Ayala seconded the motion. The agenda was unanimously accepted.

#### **Minutes of the March 12, 2018 Board Meeting --- Action Items.**

Millie Ayala moved to accept the March 12th minutes and Michael Erickson seconded the motion. The vote to accept was unanimous.

### **COMMUNICATION/OPEN FORUM:**

**Guests:** Guest Catey Sullivan did not have any comments.

### **REPORTS:**

#### **Vice President Special programs:**

No report.

#### **Membership:**

Lois Hummel reported one new member has joined since the last meeting.

Kendra Nudd reported that Patrice Murtha had informed her we are out of tote bags. Katie Rose has the capability to print on cloth. It was proposed to buy plain canvass bags, if we can get them for less than \$100. Katie Rose made a motion to approve this expenditure. Sue Stopka seconded the motion. It passed unanimously on a roll-call vote.

Kendra Nudd stated she had received inquiries about a membership meeting (one has been held in April in the past). It was decided she should send out a member newsletter informing members that due to the new Board the next membership meeting will be delayed until October. The letter could also supply the information normally provided at the meeting, treasurer report, including purchases for the library and a membership report.

**Book Sales:**

A discussion was had on continuing to accept CDs and VHSs. It was agreed to continue accepting VHS but not CDs. We would like feedback from staff if patrons complain about the lack of CDs.

Sue Stopka had a Buy One Get One book sale on April 13<sup>th</sup> and 14<sup>th</sup>. Lois Hummel reported the income for those two days appeared to be \$12.75 and \$12.10 respectively. This is a little higher than average but we have had days over \$20. Possibly right after restocking the shelves.

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

Lois Hummel reported as of April 30, 2018 there is a balance as of \$6,942.19. (See attached.) Income for the month was \$120 in membership and \$502.45 in book sales. Expenditures were \$30 in postage for mailing to the membership, \$20 to add a \$250 donor's name to the plaque and \$1,685 for the book bike for a total of \$1,735. Katie Rose motioned to accept the report and Millie Ayala seconded the motion and it passed unanimously on a voice vote.

**Members at Large:**

Millie Ayala reported on the status for filing for 501(c)(3). She will not be using the Community Law Project. She stated we qualify to file the Federal application using a 1023-EZ as our annual income is under \$50,000 per year. She has not yet applied for an EIN.

Katie Rose reported she has the Friend's Face book is up and running. She also donated books to the Little Library project.

**Library Liaison:**

Kendra Nudd reported that Briana Perlot had no formal funding requests. Brianna did give her information about the Summer Reading Program. There are three (3) levels of sponsorship. Katie Rose motioned to become a full sponsor at the \$250 level. Michael Erickson seconded the motion and it passed unanimously on a roll-call vote.

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

See above.

**Reports and Receipts:**

Lois Hummel reported the following:

- Open House---We approved \$700 for two performers for the event, Oba King and Pocket Circus. We have not received an invoice for either one, or attendance numbers for the event.
- Quick Classes---We approved \$900 and have received invoices but not attendance numbers.
- 1<sup>st</sup> Library Card---We gave the Library \$400 of the approved \$500. We received invoices for expenditure of \$150. This program did not begin.
- 1000 Books before Kindergarten---We approved \$500 and have received invoices for \$490.01. Status report is pending.
- Book bike---We approved \$1,685.00 for the bike. Lois Hummel made a check in that amount directly to the manufacture Haley Tricycles therefore no further information is required.
- Brochures---We approved \$175 for printing of brochures. Kendra Nudd provided a receipt.

**NEW BUSINESS:**

**Funding Request:**

None

**Fairy Tale Ball**

Kendra Nudd reported she was informed by Briana Perlot that they had enough books left over from last year to hand out at this year's Fairy Tale Ball. They do not have any specific request at this time. It was noted that we usually give \$500 to this event for books or entertainment. Kendra Nudd motioned that we approve up \$500 for the years Fairy Tale Ball. Katie Rose seconded the motion and it passed unanimously on a roll-call vote.

**Committee updates:**

**Outreach/Visibility:**

Facebook is up.

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

The attendance for Science Sundays in April was as follows: April 8<sup>th</sup> 13 children and 11 adults, April 15<sup>th</sup> 5 children and 8 adults, April 22<sup>nd</sup> 3 children, 15 adults and 1 baby, April 29<sup>th</sup> 3 children, 7 adults and 1 baby. This month's new member was as a result of attending this event.

**Membership:**

No further report.

**Literature/Branding:**

No report

**Fundraising:**

A committee meeting was held, a report will be given at the next Board meeting.

**Board Member Search Committee:**

Michael Erickson reported that Tom Javorcic is interested in becoming a Board member to replace Millie Ayala when her term ends this year.

**COMMENTS NOT ON AGENDA:**

None

**Adjourn:** Kendra Nudd called the meeting at 8:30pm.

Next meeting is May 21, 2018 at 6:30 pm.

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