

## Friends of the Berwyn Library Special Board Meeting

Monday May 14, 2018 6:30 P.M.

Board Members Present:  
Kendra Nudd, President  
Patrice Murtha, Membership  
Lois Hummel, Secretary/Treasurer  
Millie Ayala

Absent:  
Michael Erickson, Vice President  
Sue Stopka  
Katie Rose

### **GENERAL BUSINESS:**

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

The meeting was called to order at 6:35pm. A quorum was present.

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

Lois Hummel noted that this should be listed as a special Board Meeting. She then motion to accept the agenda Millie Ayala seconded the motion. The agenda was unanimously accepted.

### **UNFINISHED BUSINESS:**

#### **Not-For-Profit Status:**

Millie Ayala has drafted Articles of Incorporation and Bylaws for submission to the State of Illinois for incorporation. She has rewritten the Friends bylaws to include the State's requirements.

#### **Review forms/Bylaws/Determine Registered Agent (Action Item)**

A requirement for the State is to have a registered agent. It was proposed that the President of the Friends of the Berwyn Library be the registered agent. Millie Ayala motioned to have the President be the registered agent Patrice Murtha seconded the motion. It passed unanimously.

An Article by Article review of the document was done with the following comments:

- Article I. Registered Office is the Berwyn Library. The rest legal wording required by State.
- Article II. Rewrite of current bylaws Article II as required by State.
- Article III. Statements required by the State.
  - Article IV. Section 4.01 required by the State.
  - 4.02 same as current Article IV section 1.
  - 4.03 required by the State.
  - 4.04 rewrite of current IV sec 5 required by the State.
  - 4.05 rewrite of IV sec 2 required by the State **(The President, as needed, may call special meetings of the Board. Current IV sec4 to be added.)**
  - 4.06 same as current IV sec 6.
- Article V. slight rewrite of current Article VI.
- Article VI. Sections 6.01 through 6.06 same as current Article III. With the two exceptions; Section 6.04(a) (ii) added and Section 604(b) (iii) added.
- Article VI Section 6.07 same as Article V section 5.03.

- Article VI Section 6.08 is a **major** rewrite of current Article III Section 6 and Addendum 2. Brianna Perlot, Friend Liaison and Tammy Sheedy have reviewed. **(b)(iii) should be rewritten as follows: Within 3 months of purchase of and or 3 months of service rendered, the Department head will complete a status report by completing part 2:....**
- Article VI Section 6.09 and 6.10 and 6.10 required by the State.
- Article VII same as current Article V.
- Articles IX and X and XI are written as required by the State.
- Article XII same as current Article VII.

REVISION COMMITTEE list needs to be added.

The fee to file for incorporation is \$50. For expedited service, an additional fee of \$25 is required. This will guarantee that the document will be looked at within 24 hours. The documentation can be deliver to the Secretary of State's Chicago office.

Kendra Nudd adjourn the meeting a 7:20 P.M.