

FRIENDS OF THE MAUD PRESTON PALENSKE LIBRARY
Minutes of the Membership Meeting---October 14, 2017
Next Meeting: December 9, 2017

Members present: Dot Allen, Anita Shadler, Deb Burlingame, Ginny Antonson, Kitty Fisher, Darlene Kiessel, Clem Brueck, Sally Gregory, Lisa Bartoszek, Lisa Kubash, Gladys Grieger and Stephanie Masin, Library Director.

Meeting was called to order by Dot Allen, incoming president, at 10:15am.

Announcements/Correspondence

- Thank you note was received by the Golden Bears from FOTL for their donation of many used books which were previously sorted and categorized.
- Festival of Lights event to benefit Child & Family Services information was shared with the group.

Minutes of the previous meeting approved as mailed. Motion made by Anita Shadler, second by Darlene Kiessel, unanimously approved.

Treasurer's Report (Deb Burlingame)

Unanimously accepted subject to audit:

Beginning Balance	\$4792.49
Book Sales (8/28 deposit)	76.00
Book Sales (9/19 deposit)	66.00
Subtotal	\$4934.49
Checks	
State of Michigan	(20.00)
Check to Library for approved items (Totes and Lego Base Panels)	(377.31)
Ending Balance	\$4537.18
Operating Fund	(500.00)
Available Funds	\$4037.18

Director's Report (Stephanie Masin)

- Staffing changes have recently occurred at the library. Two longtime employees, Joe (not sure last name) and Mary Cornell retired. Existing employees Amy Nolan and Elizabeth Appleton moved into this vacated positions. Two part-time positions have been filled by Leroy West and Nicole Rimes; they are currently being trained. A new custodian for the library begins on October 16, 2017. Claire is on extended sick leave and Marnie Heyn is currently in the hospital.
- Regarding the District Library discussions, there is currently a lot of back and forth conversation regarding ownership of the current St. Joseph Library property (i.e. is it owned by the Library itself, or owned by the City of St. Joseph). In the midst of these discussions, the Township has approved the purchase of new computers for rotation into the existing asset pool, for use by the public.

- As reported last month, new furniture donated by Mrs. Siles in memory of her late husband have been purchased and can be enjoyed by all library patrons. The old furniture has been purchased by Watervliet Public Library and Harbor Habitat for Humanity.

Committee Reports

- **Book Sale Committee:** Modifications to Book Sale flyer need to be made to separate out rare and collectable books. There will be a bag sale on Saturday from 10:00am-12:00pm for \$5/bag (rare books not included in the bag sale).
- **Library Board Report:** Ginny Antonson attended the recent meeting and announced the upcoming Book Sale.
- **Wish List Committee:** Bookshelves are still needed; FOTL are keeping extra money in our account to cover the potential cost of these items, which could be significant. We are awaiting the results of the upcoming Book Sale to determine how much FOTL can spend on new bookshelves.
- **Membership Committee:** Darlene Kiessel reported one new member, Naomi Thompson. Sally will send the information to Marsha.

Old Business

- Dot Allen completed the 2017 State of Michigan Annual Report Filing, which included a \$20 payment.
- Sally Gregory provided an update to the group for establishing the FOTL as a 501(c)(3) so that we can take advantage of state and federal tax benefits as well as eliminate eBay fees for sales of our rare and antique books. After lengthy research into the application process, Sally has established that FOTL are eligible to utilize the IRS 1023-EZ form, which is done online and is significantly less work than the IRS 1023 form. However, our current bylaws do not contain all the requirements indicated by the IRS, namely a Dissolution Clause. **See New Business-Amendments to Bylaws item (and note included DRAFT bylaws in this mailing) below for further information.** Following acceptance of the revised bylaws by the group at the December meeting, Sally will continue work to submit our application for non-profit status.
- Following successful application for non-profit status, Sally Gregory will continue work establishing eBay and Paypal accounts for sale of rare and antique books.

New Business

- Amendments to Bylaws. As noted above, Sally has revised the current version of FOTL bylaws to meet requirements set by the IRS in order to continue the application process for 501(c)(3) status. Revised DRAFT bylaws are included in this mailing; changes are noted in red text. Any questions or comments about the proposed modifications can be sent to Sally via email at sallywgregory@mac.com or by attending the December 9, 2017 meeting. Acceptance of the changes will be voted on, per our bylaws, at that time.
- April Book Sale: Setup date for the meeting is Saturday, April 21, 2018 at 10:15am. Sale Dates include April 26, 27 and 28, 2018.
- A March 10, 2018 meeting will be added to the FOTL meeting calendar to discuss Book Sale volunteer efforts as well as Summer Reading Program sponsorships.

Meeting adjourned 11:15am.