

FRIENDS OF THE LIBRARY

Meeting Minutes

Name of the Meeting: FOL Annual Business Meeting

Date: November 5, 2013, 7:00 pm

Location: Homework Center

Attendees: Sandra Hannahs, Pam Rezac, Karla Knutson, Ann Chale, Deb Toddie, Dawn Erikson, and Roger Boschee

AGENDA AND COMMENTS

The meeting was called to order by President Ann Chale

1. **Minutes** from the September 10, 2013 meeting were read. Pam requested one change to the "Old Business" section. The amount of \$31.95 was for an ad for the previous sale. Motion was made by Dawn to approve the minutes with the change, seconded by Karla and approved by all.
2. **Treasurer's Report.** Pam brought a report of bills for 2014 so far. Audit will be needed tonight. Motion by Karla to approve the report, seconded by Roger and approved by all.
3. **Old Business.** Late book sale proceeds were submitted to Pam. Sandra has \$200 from the Lions for bags of books, and \$50 from the auction of the book shelves. It was clarified that library staff may have FOL calendars.
4. **Library Report.** Sandra reports a very good year at the library. Circulation is down a bit but other users are up. eBook usage and attendance at events are up. Despite STEM not being in the building, students have been using the Homework Center. The Historical Center has had two exhibits this year. The current display of photos is very popular. It is possible the exhibit may travel to other locations in the community. There is turnover on the Library Board. Karla Knutson and Dough Leier are new Board members. Changes to public library standards by North Dakota Library Coordinating Council requires library to be represented by 501(c)(3) organization. The Library requests \$300 for two summer reading program sessions by Jeffrey Salveson; \$65 for balloon twisting at SRP closing celebration (Jeffrey Salveson) and \$500 for One Book Program (marketing, books, possible program cost). Motion by Deb to approve library requests for not more than \$900, seconded by Karla and approved.

501(c)(3) paperwork. There needs to be conflict of interest policy signed by the officers. Karla made a motion to approve conflict of interest policy as revised which was seconded by Pam and approved.

A change is also needed to Article XII of the bylaws, Dissolution. Motion by Dawn to approve dissolution clause as revised and file in Bismarck. Seconded by Roger and approved.

A narrative of activities is needed for 501(c)(3) paperwork. Officers read through for accuracy.

Sandra needs assistance filling out 501(c)(3) paperwork. Motion by Pam to hire assistance and allocate funds needed. Seconded by Karla and approved.

5. **Chocolate Fund Raiser.** Should not be held at the same time as a book sale. It should be a stand-alone, small event. Members agree to table chocolate fund-raiser.
6. Sandra moved to adjourn. Seconded by Roger and approved. Meeting adjourned.

FOL Secretary,
Deb Toddie