

**Minutes of the Friends of the Kimberly-Little Chute Public Library
December 4, 2009**

ATTENDEES

Nancy Wood, Jim Moes, Barb Fleming, Beth Carpenter, Mary Janssen, Kathy Hermes, Steve Hermes, Cathy Van Gompel, Corinne Herro, Virginia Mongin, and Kate Manthey.

REGULAR BUSINESS

Minutes from the September 4th meeting were posted and there were no questions regarding the minutes. While there was a motion and a second to approve the minutes as posted, this recorder forgot to note the names. I apologize for the miss; the minutes were approved as posted.

Mary J. provided a quarterly treasurer's report for the meeting; our current balance is \$4125.60, although there is an invoice that will be coming our way shortly for approximately \$2000 of popular AV purchases (the Wii consoles/games are already in and accounted for). Motion to approve the minutes by Virginia M., seconded by Kathy H.; motion carried.

BUSINESS

Bylaws group

The Bylaws group (Jim, Steve & Barbara W.) is recommending several changes to the by-laws. Barbara W. has the most up-to-date draft (since routed to all in a message from Beth dated December 4, 2009); items in italics are proposed to be deleted and underlined items are proposed to be added. Items of note are bulleted below. Because the group needed a little time to digest the changes, Mary J. moved and Barb F. seconded (motion carried) that we review the proposed changes and suggest a new annual meeting date which will be added to the by-laws for approval at our annual meeting in 2010.

- Members section
 - Changes to item F.5. regarding who may vote at meetings (i.e., officers or any active members in attendance at the meeting)
 - Proposing to eliminate membership dues gaps by having dues expire on a calendar year basis, rather than an as-joined basis
- What constitutes a quorum
 - Proposing that a quorum exists with 20% of the members in attendance
- Various committees (including bylaws and auditing)
- Dissolution of assets (never part of our original charter)
- Annual meeting date
 - separate from all member meeting, as non-members historically greatly outnumber members at our annual meetings
 - Cathy V. made a motion which Virginia M. seconded to move the annual directors meeting to February; this was not officially carried but will be recommended (need a more specific time in February) to add to the bylaws for voting/approval at the next annual meeting

Membership list

There are several updates to be made to the membership list, which have been corrected on the list dated December, 2009. There are also several expired members, likely those who signed up for the book sale and didn't renew. A motion was made (Steve H.) and seconded (Virginia M.) that the Secretary contact expired members to encourage them to renew. These notices could be sent in January, prior to the February annual meeting.

*Note – as discussed during the meeting, part of the contact would include the upcoming annual meeting and the big event that we hold. Since we are in the air right now as to what our annual meeting will look like, a post-meeting discussion decided that we will hold off on these renewals until we can announce our meeting event. Notification will still remain the duty of the Secretary. More information is in the notes for Annual Meeting.

Tax exempt number

We need to have a 501(c)(3) number for tax-exempt grants. It was thought that Mary J. (versus Mike V.) would have the original articles of incorporation. In addition, we need a state tax-exempt number for purchases we make to avoid paying sales tax. A motion was made by Barb F. and seconded by Kathy H. to pursue the filings required to get these numbers. Mary will look into this.

Auditing of treasury records

A formal audit committee is being proposed as an addition to the bylaws; once the bylaws are approved and the committee is established, we will complete the first audit. Also for consideration is whether the Secretary should automatically be added to the committee, or whether an officer (other than the Treasurer) should serve.

Update on purchases

We have done so much in the last year – we have a lot of good news to share with folks at the annual meeting!

- Wii consoles/remotes/12 games – we spent just over \$1000, and the library sponsored an October game night and is planning another for January, all in an attempt to draw more youth/young adults to the library.
- We will be investing nearly \$1000 for the popular AV additions on DVD; these include things like TV series titles and feature films (being processed at the time of the meeting).
- We have just added nearly \$1000 worth in Play-Aways – those little ‘black boxes’ that come pre-recorded. The titles we’ve added to the collection are largely popular fiction.

AED donation

Barb F. has contacted the group of contributors for a picture. She has also contacted the Times-Villager to include the picture with a short news clip as well as the Village newsletter.

Annual Meeting planning, February 18, 2010

Considerable time was spent debating the topic of our annual meeting. While we were initially set on the Chili Cook-Off theme (special thanks to Barb F. who spent a lot of time organizing this theme), there is some concern over participation. To date, we’ve not been able to locate a ‘chili expert’ or someone who is willing to speak on the virtues of chili. The group generally thought that people who attend are more expecting to be ‘entertained’ versus having to cook themselves and make a batch. Apparently there are several chili cook-off contest websites out there, and it does not appear to be a simple venture. At the very least, we are likely running out of time to properly organize such an event, unless each member is willing to bring a pot of chili (and this didn’t appear to be the case!)

Some other ideas thrown out there include a contact that Corinne has – Indulgence Spa in Neenah – but there was uncertainty as to what kind of draw this would have. This was also the concern over a presentation by Fava Tea (although several members felt it would be worth pursuing anyway). Another suggestion was a ‘Taste of Kimberly/Little Chute’ type event, based on the existing fund raising event. This may also take time and coordination. Beth and Corinne will attempt to come up with some ideas and route via e-mail, but we all need to pitch in here.

It is critical that we stay in contact and decide, organize and complete a plan for the Annual Meeting. We do have to meet in February (it is our 3rd Thursday program, on February 18th), and at this point, we have nothing. After the Christmas holiday, we will have only about 7 weeks to pull this off!! Please consider your interests/contacts and throw some ideas out there so that we can get this going:)

Ideas for Library Purchases

Beth provided us some updates regarding the library wish-list:

- Community Reads (Fox Cities Bookfest) events, including
 - T-shirts for the staff ~\$300
 - Friday, April 16th reception for feature author Leslie Kagen
 - Thursday, April 15th reception for James Campbell presentation (note: this is a 3rd Thursday date)
 - Reception for fiction author Beth Kephart
- Summer Reading program
 - T-shirts for staff ~ \$114
 - Sponsorship of a performer

Motion made by Steve H. and seconded by Virginia M. (carried) to commit \$1200 of FOLKs funds to the Community Reads (Fox Cities Bookfest) events and program, to be used as needed.

Miscellaneous

We tabled the topic of fundraising, as we were out of time. However, be on the look out for ideas and share with the group via e-mail!!

ADJOURNMENT – Virginia M. moved to adjourn and Kathy H. seconded. Next meeting is **the Annual Meeting, February 18th at 6:30 pm in Little Chute**. We should have a flurry of e-mail activity with the annual meeting planning.

Respectfully Submitted by Kate Manthey, FOLKs Secretary

Reminder – Future Meeting Dates:

- Thursday, February 18, 2010 – 6:30, LIT – **FOLKs Annual Meeting**
- Friday, March 5, 2010 – 10:30, KIM – Board meeting – **Looking for a minutes volunteer – Kate in AZ!**
- Friday, June 4, 2010 – 10:30, LIT – Board meeting