

Friends of the Berwyn Public Library Board Meeting

Minutes for March 10, 2014

Attendees:

Phyllis Walden, President
Mary Peranteau, Vice President
Lois Hummel, Acting Secretary/Treasurer
Karen DeCraene, Membership
Sue Stopka, Hospitality Coordinator
Becky Spratford, Library Liaison

Absentees:

Jerry Hill, Book Sales Coordinator

Guest:

Carmen Higgins, Westmont Library

Call to Order:

The meeting was called to order at 10:35 am.

Comments on items on the Agenda ----- Action Item

Mary Peranteau motioned to accept the agenda and Karen DeCraene seconded the motion. The motion and agenda were unanimously accepted.

Communication

It was determined that the newsletter should contain the following: notice of the April membership meeting, the passing of Gail Lofgren (the former head librarian) and notice of a donation for a memorial in her name can be made at the library, the date of the Fairy Tale Ball, a thank you to retiring board members, reminder of Trivia night and a mention of a report on items funded. It was determined to send the newsletter to current and non-current members if we have an e-mail address.

Minutes of the February 10, 2014 Board Meetings ----- Action Item.

Mary Peranteau moved to accept both minutes and Karen DeCraene seconded the motion. The vote to accept was unanimous.

Treasurer's Report:

The ending balance for February 2014 was \$2,012.88. Susan Stopka motioned to accept the Treasurer's report. Karen DeCraene seconded the motion and it passed unanimously on a roll call vote.

Funding Requests – Action Items:

Becky Spratford presented a funding request from the Audio Visual Department (AV) for \$536.38 to purchase 38 Spanish language adult fiction audiobooks. This would double their current collection. They will monitor usage and use the results to support including a line item in their next budget request.

Mary Peranteau motioned to approve the request. Karen DeCraene seconded the motion and it passed on a roll-call vote.

The AV also sent a thank you letter for the Board's previous funding. They bought 64 children's DVDs.

Membership Report:

Karen DeCraene reported there are 97 current members. 70 of those were renewing members. There are another 27 who have not yet renewed. Since the request to renew letter went out in the Fall, 10 lapsed members have renewed. The current lapsed number is 57.

Book Sales and Depot Book Exchange:

The members only book sale will be on April 27th from 1:30 to 4:30, however, it will be closed during the membership meeting and program.

The Library has been replacing their VHS collection with DVDs. Becky Spratford has been placing many of the old VHSs in the on-going book sale. There are many more that would not sell she is planning on bringing them to a re-sale place and give the sale price to the Friends.

Mary Peranteau has been monitoring the train station. There are still more books taken than left. Lois Hummel would still like to a coffee morning with a push to join the Friends. She and Mary will meet to plan this. The results will help the Board to decide the future of this venture.

Program Chair:

No report.

Hospitality:

Susan Stopka and Becky Spratford will purchase snacks for the April membership meeting.

Trivia Night Update:

There were 25 attendees in March.

Unfinished Business:

Lois Hummel met with Susan Greenberg and completed the transfer of the Treasurer material. Lois will be the acting Treasurer until she is voted Secretary/Treasurer at the membership meeting. She will go to the bank after that to have her name added to the account and Susan's removed. In the meantime, Phyllis Walden can sign checks.

Becky Spratford presented the Friends Library Liaison job description. She met with Phyllis Walden and Lois Hummel on February 28th and discussed the need for a job description. It would be very useful to any future Liaison and Board. The Board agreed to add the description as an addenda to the by-laws.

The speaker for the April 27th members meeting has been finalized. Dr. Dean Eastman has written a book about his restoration of the Frank Lloyd Wright Coonley house in Riverside, Illinois. Becky Spratford and Lois Hummel met with him and he is eager to talk about the home's history and restoration while sharing exclusive photos of the project. Becky presented a flyer she developed for this event. It was approved with some minor suggestions.

The membership meeting will begin at 2:15. It will include a vote to approve the following Board members: to a three year term Mary Peranteau, President, and Board Directors Phyllis Walden and Susan Stopka; to a two year term Lois Hummel, Secretary/Treasurer; to a one year term Vice President and another Board of Director to be determined before the meeting. In addition a treasurer's report will be given with a mention of programs funded in the last year.

The Library Board is developing a survey. It was determined that Lois Hummel will not pursue our follow-up Spanish survey at this time.

Becky Spratford presented the Friends logo and brochure she and Eileen Pech developed. The logo is based on the Library's logo and needs to be approved by the Library Board. Mary Peranteau motioned that the logo be accepted pending the Board's approval. Karen DeCraene seconded the motion and it passed unanimously on a voice vote. Becky will have brochure for April's meeting and will ask for comments. A larger printing will be made afterward.

New Business:

Due to the new position of Secretary/Treasurer, the by-laws must be revised. Phyllis Walden and Lois Hummel met with Becky Spratford on February 28th to discuss the revisions. Lois agreed to draft the revised bylaws. Two drafts were presented. The first had the position of President, Vice President, Secretary/Treasurer, Membership and three (3) additional voting Directors for a total of seven (7) members. The second draft presented the option of having a Secretary/Treasurer or two (2) separate officers with either two (2) or three (3) other voting directors for a total of seven (7) Board members. The Board decided to present the second version to the membership in April as this will give future Boards more flexibility.

The Board agreed to collect donations for a Gail Lofgren memorial fund. The Treasurer will create a separate line item in the budget. The type of memorial will be decided at a later date.

Phyllis Walden reported that in addition to conducting a survey the Library Board is planning on renovating the Library. Further information will be presented at their next meeting on March 17th.

Phyllis Walden and Susan Stopka agreed to be part of a nominating committee for Vice President and another Board member. Becky Spratford has approached two candidates who have agreed to serve.

COMMENTS NOT ON AGENDA:

None

Lois Hummel motioned to adjourn the meeting at 12:10.

The next meeting is the Annual Membership meeting on April 27, 2014 at 2:45 and the next Board meeting is May 12, 2014 at 10:30 am.

Respectfully submitted by Lois E. Hummel, Secretary