

THE FRIENDS OF THE YOLO BRANCH LIBRARY of YOLO

**MINUTES**

6/10/14

**Attendees:** Mary Jo Hoes, Sharon Hallberg, Bonnie Weiss, Susie Richter, Meg Sheldon, Yolanda Gruwell, Jim Adan, Patricia M. Wong, and Susan Mumma from the Dunnigan Church

Meg called the meeting to order at 6:15

Susan Mumma from the Dunnigan Church was introduced. Being that she was new to the group she was asked to introduce herself. She gave us a report on the condition of the church. They hoped to repair it and were interested in having a library inside.

**Minutes:**

The minutes were reviewed and with corrections that Yolanda had sent in were approved by Yolanda and seconded by Jim Adan

**Treasurers Report:**

Bonnie Weiss reported that we had \$5,356.17 in the bank. We had three new memberships and donations.

**Correspondence/ Announcements:**

Mary Jo reported that Rachael Wolf had sent information on the Association of Fundraising Professionals and MindEdge on line courses.

**Old Business:**

**a. Action items**

**i Adopt Revised By-Laws**

Meg noted that many of the changes were made after reviewing the Nolo book How to Form a Nonprofit Corporation in California. The suggestions for changes in the by-laws were reviewed and a motion was made by Yolanda and Mary Jo seconded it to accept the By-Laws as changed. The motion passed unanimously. Patty will consolidate corrections and distribute.

While discussing the by-laws, the following were noted as items that need procedures:

- A process for annually notifying members that dues for the next year are due.
- Maintain a list of how each member prefers to receive communication (mail or electronic).
- Maintain a record of Board member attendance and resignation for lack of attendance.
- Determine and document details for annual audit including timeframe, who will do the audit, form of notice to the Treasurer, and form the audit documentation will take.

**ii Elect Officers**

We will vote for officer's next meeting

**iii Authorize the EIN application**

We will authorize EIN next month

**iv Adopt Conflict of Interest Policy**

Conflict of interest next month

**b. Fundraising**

**i Capital Fund**

**1. Committee Report**

Meg announced that Gary Bunch has agreed to be treasure for the building fund. Lynell was very helpful in the meeting.

**ii Fundraising On line course**

Meg said she was unable to take the course and hope someone else had. Patty and Mary Jo indicated that you could possibly still get information from the course.

**iii Grants Committee Report**

Faylene has completed the project. She had prepared a grant to the Asata Bros Trust. Patty will send a condensed form of the information on to the members.

**iv Future Fundraising**

**1. Discuss Movie Night Idea**

Susan indicated that we did not have permits to do outside movies according to Sara Ferguson. Patty will research. We might be able to find indoor locations, possibly the school. It was suggested that we contact the new principal before the end of school. Check the web site to find out who he is. Patty reminded us that the movie needs to be free and we can offer membership.

**c. Membership Champions Reports**

**i. Little Lending Libraries**

Patty will check into the little lending libraries and push a bit to get them out and up. Yolanda said she would do the press release. She will run it by Yolo County Library PR person.

**ii. Area Champion Reports**

Nothing to report

**d. Teen Report**

Susan reported that the boys are using the library, reading books and doing homework. The Summer Reading Program supported by the Friends and should be noted as so.

## **New Business**

Meg told us that she has a niece that would like to help with the library. She has a BA and a background in Library Archives. She is teaching in Spain and will be here July 14<sup>th</sup>. Her name is Jillian Zeidner. Susan said she could use some help with Programs in a Box.

Mary Jo reminded the group they would need a replacement next month for Secretary. Sharon Halberg offered to prepare the minutes.

### **Business for next meeting:**

Elect officers, authorize EIN, Adoption of By-laws, and adoption of conflict of interest policy were tabled for next meeting, Capital Fund, Grants Committee, Area Champions Report, movie night.

Next meeting was set for June 10<sup>th</sup>

Meeting was adjourned