

## Friend's Board, O'Fallon Public Library

**August 13, 2019**

Attendees: Ray Farmer, President; Diane Zelinske, Vice President; Ann Morey, Treasurer; Narni Cahill, Secretary; Ryan Johnson, Library Rep; Suzanne Ruprecht and Eloise Cohoon

### **Welcome and President's Comments**

1. Review of past minutes have revealed that our corporation forms were filed with the state of Illinois and the 990 but the Friends 501C non-profit status was terminated in 1986. To reestablish our 501C standing, board members are working with the Bank of O'Fallon to complete Form 1023 and send in with a one-time fee of \$600. Form will be completed by end of August. The Library will hand out book donation receipts until our status is active. There was a unanimous vote of approval for payment of the \$600 501C fee.
2. In order for more volunteers to work on the Amazon listing team, the board discussed purchasing a laptop computer, scanner and Quicken book computer program for the Treasurer to maintain all the budget reports in one location, not just paper copies. There was a unanimous vote of approval for purchase of the computer items and Quicken.
3. The Secretary's report was approved (See attached)
4. Ann is working on the Treasurer's report as there are some past paperwork that has to be found and balanced.

### **Discussion:**

1. By-Laws: Current by-laws will be sent in with our 501C application but we plan to update and revise the document throughout this year. We are getting samples from around the country for content. We are also going to work on updating our mission and purpose.
2. Book Nook: Profits in July were \$825 which is \$100 higher than June. It was suggested that CD's be placed on upper shelves and some of the heavier books go on the lowest shelves.
3. Book Sales: A comic book sale will be on October 12, 2019 from 9am-4pm. We have a large collection of comics to sell and people can bring in comics to trade. The goal is to have 2 large book sales a year. Our next large sale is Oct 17-20, 2019. We need to have goals for the book sales so we can advertise how the profits will be used for the Library.
4. Friends Group: We need to work on making this group a better known part of the Library. We should develop a handout that could be given to new members as they get their library card. Ryan said the Library has approximately 150 new applications a month. Eloise suggested looking into Corporate donations of either money or workers for special events like book sales.
5. Friends Membership: we could have levels of giving and promote on our website presence

Meeting was adjourned at 6pm.

Respectfully submitted by Narni Cahill