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November 18, 2003

Minutes - Friends of O'Fallon Public Library Meeting, Nov 18, 2003

The November 18, 2003 meeting of the Friends of the O'Fallon Public Library was called to order by Pres. Harriet Baker at 5:05 PM.

Present were Georgia Coco, Patricia Clark, Harriet Baker, Mary Smith and Ruth Hill.

Minutes of the Aug 12, 2003 meeting were approved as read.

The treasurer's report was made by Treasurer Georgia Coco.

The balance in the "Friends" treasury, as of Nov 18, 2003 is \$4962.32.

The treasurer's report will be filed for audit.

(A copy of the treasurer's report is attached to these minutes.)

There was a discussion of dues due date for Friends of the O'Fallon Public Library. Following the discussion ... it was the general consensus that annual dues payment will be as of May 1st, each year.

Any new member ..after October 1st will pay 1/2 of the annual dues payment.

Mary Smith reported that some of the funds donated by the Friends of the O'Fallon Public Library will be used to lease photo copy equipment (black and white and color equipment. Also, some of the donated funds will be used to purchase recorded books on CD's...which are in high demand.

#### NEW BUSINESS

December 4, 2003 (Thursday) was set as the date to decorate the library for the holiday season.

Mary Smith announced that on Tuesday, Dec 16, 2003, 12 noon, there will be a luncheon for library volunteers. A notice will be sent to library volunteers.

The schedule of meetings of the "Friends" for CY 2004:

Tuesday, 5 pm, City Library, January 13, April 13, Aug 10 and Nov 9, 2004.

The schedule of dates for the CY 2004 annual book sale will be the week of Oct 3, 2004. Book sale will be scheduled for Thursday, Oct 7 and Friday, Oct 8, and Saturday, Oct 9, 2003.

Funds from the Oct 2004 book sale will be donated to the O'Fallon Public Library.

Pat Clark made the motion to donate the sum of \$4500.00 from the CY 2003 book sale to the O'Fallon Public Library. The motion was seconded by Ruth Hill.. The motion was carried.

Note that to date a total of \$5100.00 has been doanted to the library by the "Friends:. *for CY 2003.*

President Baker informed the group that thankyou notes will be sent to individuals who helped with the CY 2003Friends Book Sale.

NEW PROJECT:

There was a discussion of the development and printing of a new brochure/application form for use in seeking additional members for the Friends of the O'Fallon Public Library. Mary Smith will assign to a member of her staff the task of reviewing the current membership form ...and perhaps suggesting revisions to the current application form.

The next "Friends" meeting will be held Tuesday, Jan 13, 2004, 5 pm.

The meeting was adjourned at 5:45 pm.

*Ruth Hill*

RUTH HILL

RECORDING SECRETARY

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- 1 Nov 18, 2003 Meeting Agenda
2. Treasurer's Report - 11/18/03

*cy to George Coors  
Pat Clark  
Mary Smith  
Harriet Baker*

11-18-03

AGENDA  
FRIENDS OF THE O'FALLON PUBLIC LIBRARY  
QUARTERLY MEETING  
TUESDAY, NOVEMBER 18, 2003

MINUTES BY SECRETARY - RUTH HILL

Will read the minutes of the August 12<sup>th</sup> meeting - Are there any corrections? If not the minutes are approved as read. (Or if so, the minutes are approved as corrected.) Thanks Ruth

TREASURER'S REPORT - GEORGIA COCO

Georgia will read the monthly Treasurer's Report. ...Any Questions regarding Treasurer's report? (If there aren't any questions or corrections, Approved as read). The Treasurer's board report is for information only & will be filed for audit. Are there any bills for treasurer? (Yes/No) Margaret, list the bills. (Any discussion? If there are no objections, the bills as itemized will be paid. Thank you, Georgia

LIBRARIAN'S REPORT: MARY SMITH

UNFINISHED BUSINESS - IS THERE ANY UNFINISH BUSINESS

NEW BUSINESS - 2004

DATES OF NEXT YEARS MEETING - January 13th- April 13th - August 10<sup>th</sup> &- November 9th - Time?? ✓

BOOK SALE DATE -Week of October 3<sup>rd</sup>. Sale to start Thursday 7<sup>th</sup> - Friday - October 8<sup>th</sup> and end on Saturday October 9<sup>th</sup>. ✓

BOOK SALE FUNDS TO THE LIBRARY - RE SUMMER READING ET AL.

ANNOUNCEMENT:

THE NEXT MEETING WILL BE TUESDAY - JANUARY 13 2004 at 5:00 P.M.

Adjournment..... Is there any further business? If there is no further business the meeting will be adjourned.

Thank you for attending.

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11-18-03

FRIENDS OF THE O'FALLON PUBLIC LIBRARY - 11/18/03

Balance as of 9/23/03 \$ 691.22

Credits:

Book Sales 4413.26

Magnet Sales 53.60

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\$ 4466.86

Debits:

Postage 11.84

James Dunn -sign stands 43.92

Seed money for book sale 100.00


Friends Group Membership 40.00

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\$ 195.76

Balance as of 11/18/03 \$ 4962.32

Submitted by

  
Georgia L. Coco  
Treasurer

*atch*