

FRIENDS OF CHELSEA DISTRICT LIBRARY

Executive Board Meeting
Wednesday, February 4, 2009

CALL TO ORDER

Sharon Pignanelli called the meeting to order in meeting room C at 5:40 p.m.

Present: Sharon Pignanelli, Jennifer Kundak, Kim Verardi

Absent: Laura Goderis, Cami Noah, Nancy Neff

CHANGES/ADDITIONS TO AGENDA

Under Membership: Jennifer added archived membership materials

New Business: Sharon added the appointment of Secretary to the Board

DIRECTOR'S REPORT

Linda Ballard presented the library "Wish List" for 2009

Linda will check on dates for Kids Read Comics Convention (June 19, 20,21) need to make sure Book Sale for June does not need to be moved for the 13th to the 6th as previously requested.

MINUTES

Verardi made a motion that the Minutes be accepted. Kundak 2nd. The motion was unanimously approved.

TREASURER'S REPORT

Verardi submitted a Treasurer's Report, generated from QuickBooks. It indicated at the end of January 2009 a checking balance of \$6,402.26 at Chelsea State Bank and a balance of \$3,332.27 at TCF Bank. The CD at TCF Bank came up for renewal on Jan 28th and was closed out and transferred to the TCF Bank checking account.

Income included \$382.70 from the book carts, \$15.00 for 25 book bags sold, \$847.20 for the book sale, \$15 for Ben Bower print and \$4.10 in donations. Expenditures totaled \$313.34

Kundak moved for the acceptance of the Treasurer's Report. Verardi 2nd. The motion was unanimously approved.

Sharon would like a cash flow report projecting our income and expenses for 2009. Kim will have prepared for next board meeting, March 4, 2009.

Any reimbursements of expenses should be received during the monthly board meetings. Kim will have checkbook available to disburse reimbursements.

Verardi moved to add Jennifer Kundak to the TCF Bank checking account. Kundak 2nd. All approved.

Kundak moved to remove Lousie Jernigan and add Kim Verardi to the checking account at Chelsea State Bank. Verardi 2nd. All approved.

COMMITTEE REPORTS

Communications

Sharon will fill in until position on board is filled. She will continue to update the flash drive and handle notices of events.

Fundraising

Nancy Neff, absent. Sharon presented that Nancy is tracking volunteer time and coupons presented. Linda Ballard would like information on volunteer time each month. Nancy knows where the back-up and basement supply of book bags. Jane Wilhelm will mat 4 more Ben Bower prints to be sold.

Membership

Kundak went over the cost of envelopes with the Friends logo and address. Chelsea Print and Graphics would charge between \$68 and \$88 depending on quantity. A rubber stamp with name and logo would cost around \$30. Board decided to generate labels off the computer as needed. Kundak moved and Verardi 2nd. All approved.

Linda Ballard and Ron Andrews are looking at software for tracking general volunteer information. They will contact Sharon to review their selections.

Jennifer has obtained several boxes of Friends information. Jennifer will go through the information and get with Sharon to see what needs to be scanned.

Program

Cami Noah, absent. Sharon confirmed the date of the Staff Appreciation breakfast, May 15th from 8:30a to 10a. Mary Green is organizing this event.

FOML LINKING

Jennifer recommended we send 2 people to the FMOL event on February 12th. Verardi moved to pay \$40 for 2 people to attend and Kundak 2nd. All approved.

NEW BUSIENSS

Pignanelli appointed Theresa Whitaker as Secretary. The appointment was unanimously approved.

The Wish List items were discussed with focus on January and February requests. Study Hall amount requested was amended to include an additional \$500. The library would like to blitz now rather than August to increase attendance. The Friends will continue to support Books for Babies for \$1000 and Books and Banter for \$1000. We approved also the supplies needed for Babytime + of \$1000. Verardi moved that the Friends support the blitz, Books for Babies, Books and Banter and Babytime +. Kundak 2nd. All approved.

Kim will let Linda Ballard know if itemized receipts are necessary for the wish list items.

ADJOURMENT

The meeting was adjourned at 6:50p.

Respectfully submitted,
Kim Verardi