

Friends of the Point Roberts Library (FOPRL)

Minutes of the Board of Directors Meeting, March 18, 2014

Attending: Barbara Wayland, President
Louise Cassidy, Treasurer
Heidi Baxter, Secretary
Judy Ross
Bill Liaskas
Mark Robbins

Absent: Kris Lomedico

Guests: Ed Park

The meeting was called to order at 2:04 pm by Barbara Wayland, who noted the existence of a legal quorum, presented the agenda and led the discussions.

1. The agenda was approved by board.
2. The minutes of the last meeting, April 13, 2013, were approved.
3. A letter addressed to Marg Biery regarding tax exempt status being cancelled as of 15 September 2013 was shared. A discussion was that this was a possible mistake. We only obtained 501(c)3 as of 4/1/13. Using an old EIN (Employer Identification Number) may have caused link to past FOPRL structure issues.
Mark and Ed will follow up.
4. Heidi Baxter resigned as Secretary. Motion to appoint Margot Griffiths as the new secretary was passed.
5. Louise Cassidy resigned as Treasurer of FOPRL. A motion to appoint Ed Park to the office of Board Treasurer was passed.
6. The Support Committee needs to appoint a new representative to the Board of Directors, as Bill Liaskas is resigning. Louise will offer her services in that role to the Support Committee. Kris will continue to be the Library representative on the Board.
7. Responsibility for completing various government reports for the FOPRL was discussed. Members agreed that this was the Treasurer's responsibility and that the fiscal year would be April 1 to March 31. In addition, the Treasurer would be the person of record for corporation renewals. Finally, it was agreed that the treasurer's job shall include compiling annual financial reports for funding/granting agencies.
8. Several issues regarding financial responsibilities were discussed and the members present agreed that any officer can sign IRS receipts and that IRS receipts would be provided for any donation of at least \$25. In addition, any officer can sign checks and Ed Park should be added as signator for the Sterling Bank Account.
9. Ed Park will register FOPRL as a Charitable organization with the state.
10. Members agreed that FOPRL funds could be invested, in appropriate amounts, into FDIC-insured savings accounts with an at least 0.8% return. Louise will inquire as to what Whatcom County Library Foundation does with their funds re investment practices.
11. Louise has reconciled accounts to the cent as of Jan 2, but some funds went directly into the Foundation account after that date. Both Ed and Louise will follow up with this.

12. Because Grant Proposals are likely to require audits of FOPRL funds, the Board agreed to recommend a bylaw change that would require an audit every two years if either of those years involved receipts of more than \$50,000, beginning with the two year period ending March 31, 2015.
13. The Board agreed to have the Representative to the Board from the LIC take the lead in negotiating further changes in the MOU regarding the relationship between Parks and WCLS. The Board would be responsible for approving the final form of this agreement.
14. For the AGM. Heidi committed to make 4 wool book bag door prizes.
15. It was agreed that the original bank FOPRL account will continue to pay expenses of both the LIC and the LSC committees as an operating account and for Library functions. Book Sales will continue to provide funds for Library functions.
16. The Board agreed to recommend that the Bylaws be amended to include a Vice President in the list of officers. The Vice President's duties to be defined as serving in the place of the President when necessary or expedient. A list of possible candidates was discussed.
17. Suggestions for speakers (15 minutes each) at the AGM included Lizz Roberts on "What Are Libraries Like Nowadays?" and David King on "Involving Communities in Library Design," specifically relating to the Community Design Committee, to be chaired by Judith Wolfman. Members for this design committee will be solicited from the attendees at the AGM. Barb will contact Lizz Roberts; Ed will contact David King.
18. Heidi will make 12 copies of last years AGM Minutes to be approved at AGM.
19. The Support Committee is embarking on a Little Library at Maple Beach Park, which is owned by Maple Beach Residents Association. The library structure will be purchased by the Library Support Committee (\$500) and the Maple Beach Residents Association with provide a treated post on which to mount the library structure. The LSC committee hopes to put it up May long weekend.
20. Louise will continue to monitor the email address as she uses it for FOPRL dues. If someone else uses the address to send out messages they must also follow it up for answers.
21. Ed has improved the FOPRL.org web site and urged Board members to look at it and provide feed back. Ed suggests particularly The Analysis of Donations to the Building Fund for its interesting information.
22. The next book sale will be May 17 and 18 in cooperation with the Garden Club.
24. The Board agreed that (1) the Board Minutes should be sent to the Chairs of both Subcommittees, and (2) each of the Subcommittee's minutes should be sent to Members of the Board, as well as to the Chair of the other Subcommittee. This will help us all know what committees and Board are doing.

The meeting was adjourned at 3:49.