

Friends of Veterans Memorial Library
Monday, February 18, 2019
6:30 pm – 8:00 pm in Library Annex

- I. Call to Order
- II. Agenda Review
- III. Approval of the January 21, 2019 Minutes
- IV. Announcements
- V. Reports
 - Treasurer—Anne Heidemann
 - Membership—Brooke Harrison
 - VML—Monica Fox
 - CRDL—Ruth Helwig
 - Finance Committee
- VI. Unfinished Business
 - Ad Hoc Bylaws Committee Report on New Committees—Judy Czarnecki
 - Board Participation—Susan Griffith
 - Membership on New Committee(s)
 - Keurig Point Person
 - Budget Committee
 - Nominating Committee
- VII. New Business
 - Website Review <https://friendsofvml.crdl.org>
Password for the Members Area is **fovml19**
 - FVML Calendar
- VIII. Other
- IX. Items for Future Meetings
 - Influx of Book Donations to the Library/Book Sales

Upcoming FVML Board Meetings

March 18, April 15, May 20, June 17, July (no meeting), August 19, September 16,
October 21, November 18 (Annual Meeting), December (no meeting)

CRDL Strategic Planning Focus Groups Participate in only one meeting.

- April 29 2:00 pm - 3:30 pm VML
- April 29 6:00 pm - 7:30 pm VML
- May 7 2:00 pm – 3:30 pm Commission on Aging
- May 11 10:00am – 11:00am VML

FRIENDS OF THE VETERANS MEMORIAL LIBRARY
January 2019 **MONTHLY TREASURER'S REPORT**

Checking Account - Isabella Bank

Beg. Bal.	December 31, 2018	\$34,844.66	
Income:			
	FOL Memberships	\$585.00	
	FOL Memberships paid online	\$380.00	
	Book Sale	\$0.00	
	Book Shelf	\$71.01	
	On Line Book Sales	\$175.00	
	Donations	\$0.00	
	Donations made online	\$0.00	
	Investments	\$0.00	
	Tote bags	\$15.00	
			\$1,226.01
Expenses:			
	Book Sale	\$0.00	
	Membership <i>Paypal fees</i>	\$11.96	
	Operating Exp.	\$0.00	
	Book Leasing	\$0.00	
	Postage	\$0.00	
	Public Relations	\$0.00	
	VML	\$0.00	
	Other	\$0.00	
			\$11.96
Monthly Sub-Total			\$1,214.05
Ending Bal.			\$36,058.71

Raymond James:

Franklin Income			
Beg. Bal.		\$5,983.50	
Gain/Loss		\$357.32	
Ending Bal.		\$6,340.82	\$6,340.82
Cash/Client Interest Program			
Beg. Bal.		\$13,683.42	
Gain/Loss		\$3.48	
Ending Bal.		\$13,686.90	\$13,686.90
		Total Invest.	\$20,027.72
		Total Assets	\$56,086.43

**Friends of Veterans Memorial Library
Membership Report As of January 31, 2019**

Date	2019		2018		2017	
	Members	Income	Members	Income	Members	Income
Oct.-Dec.*					87	2,447.00
October*	24	500.00	8	65.00		
November*	3	205.00	5	160.00		
December*	57	2,215.00	63	1,980.00		
January	40	1,015.00	72	2,125.00	72	2,180.00
February			19	835.00	16	480.00
March			4	300.00	9	360.00
April			4	50.00	2	50.00
May			0	0	0	0
June			4	75.00	3	165.00
July			5	55.00	0	0
August			1	5.00	4	115.00
September			0	0	2	35.00
Totals	124	3,935.00	185	5,650.00	195	5,832.00

*previous

year

	2019	2018
Renewals	108	165
New	16	20
Check/Cash/Paper**	56	
Check/Email	25	
Online	43	

*Includes memberships received before notices were sent via email and online option was offered.

BEH 2/11/2019

**Friends of Veterans Memorial Library
Board of Directors 2019**

Officers

President

Susan Griffith [19-20 (1)]
989-506-0303
nasus7751@gmail.com

Vice-President

Brooke Harrison [19-20 (1)]
989-954-3395
brooke.harrison@cmich.edu

Recording Secretary

Ann Kowaleski [19-20 (1)]
773-4559
annkowaleski@gmail.com

Corresponding Secretary

Karen Lee [18-19 (1)]
772-6349
grandmakaren68@gmail.com

Treasurer

Anne Heidemann [19-20 (1)]
989 506-4452
aeheidemann@gmail.com

Ex Officio: VML Library

Monica Fox
773-3242 x32
mfox@crdl.org

Directors

Nancy Rivard [18-19 (2)]
773-7697
rivar1n@cmich.edu

Bob Roberts [18-19 (1)]
773-1872
rcroberts13@hotmail.com

John Monahan [18-19 (1)]
989-317-8430
1jmonahan@gmail.com

Mary Anne Zang [19-19(1)]
810-841-1289
maryannezang@hotmail.com

Past-President

Alice Jenicke [19-20 (1)]
773-2794
ajenicke@gmail.com

Ex Officio: CRDL Board

Ruth Helwig
773-9813
rhelwig2@gmail.com

Cindy Smith [19-20 (1)]
989-854-8366
re.tirednanny45@gmail.com

Judy Czarnecki [19-20 (1)]
772-7566
jlczarnecki@gmail.com

Liz Barz [19-20 (1)]
989-854-3321
lizbarz@gmail.com

Christine Mocny [19-20 (2)]
989-506-9411
mocnychristine@gmail.com

To: FVML Board
From: Ad Hoc Bylaws Committee—Judy Czarnecki, Nancy Rivard, Susan Griffith
RE: Charge and configuration for the membership and PR committees
Date: February 13, 2019

We propose the following:

1. The Membership Committee and the Public Relations Committee be collapsed into one committee.

We propose this because, as we discussed the two committees, it became apparent that

- their work overlapped,
- in order for each committee to do its work, each needed to be in close communication with each other and
- At this point, it might be hard to recruit the number of people needed to fill two committees.

2. The committee be called the Public Relations Committee with this as its charge and objectives:

Plan and coordinate communication of Friends of Veterans memorial Library mission, purposes and activities to its membership and the community -at-large.

- Create and disseminate publicity.
- Develop membership
 - Recruit new members
 - Activate membership participation
 - Coordinate membership participation
 - Maintain membership

3. Membership on the Public Relations Committee be as follows:

<i>Members</i>	<i>Ex-Officio</i>
Board Member and Chair	President
FVML member #1	Vice-President ?
FVML member #2	
FVML member #3	

4. From now until September or October, the Public Relations Committee would be a special committee. Its membership and charge would be assessed in September, revisions made and it would be voted on as an amendment to the Bylaws at the November annual meeting. We suggest this because the Bylaws require “two –thirds vote of members present and voting at any general membership meeting.” If we wanted to do this any sooner, we would have to schedule a membership meeting before November.

2019 FVML Calendar

Date	January	February	March	April	May	June	July	August	September	October	November	December
Board meetings	bd mtg 1/21	bd mtg 2/18	bd mtg 3/18	bd mtg 4/15	bd mtg 5/20	bd mtg 6/17	no bd mtg	bd mg 8/19	bd mtg 9/16	bd mtg 10/14	Annual Meeting 11/18	no bd mtg
Agenda & Action Items	Audit for 2018 done? When?	Charge and configuration of membership and pr committees confirmed.							Annual meeting program discussed.	Annual Meeting Program confirmed		
	Adhoc Bylaws Com work between 1/21 and 2/18	Adhoc Bylaws Com work between 1/21 and 2/18								Annual Meeting inc. nomination slate, proposed budges sent to membership by 10/18		
Committees												
Budget Committee								Budget Committee Membership confirmed	Budget Committee Meeting w/ VML Staff	Budget Proposal to Board		
								Collect ideas for support for VML from bd members and others				
Nominating Committee			Nominating Committee Membership set					Nominating Committee work between 8/19 & 10/14	Nominating Committee work between 8/19 & 10/14	Nominating committee presents slate to the board 10/14		
Membership Development			Com membership confirmed. Begin work.	?	?	?	?	?	?	?	?	?
Public Relations			Com membership confirmed. Begin work.	?	?	?	?	?	?	?	?	?
Finance Committee	?	?	?	?	?	?	?	?	?	?	?	?
Book Sales												
	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale	Ongoing Book Sale
				Zonta Club Book Sale Saturday, 4/13 ; Set up Friday, 4/12					Annual Book Sale: Volunteer recruitment	Annual Book Sale: Volunteer recruitment	Annual Book Sale 10/1-10/5	
									Annual Book Sale: PR	Annual Book Sale: PR		
										Annual Book Sale: Set-Up 9/22-10/1		
Membership Renewals												
	Second Renewal appeal/email only mid-month	Third renewal appeal/hard copy only mid-month										Membership Renewal Appeals early/late Dec. /hard copy & email
Other Volunteer Opportunities												
					Summer Reading Packet Stuffing	Summer Reading Packet Stuffing						
				CRDL Strategic Planning	CRDL Strategic Planning	CRDL Strategic Planning	CRDL Strategic Planning					
				April 29 Focus Groups 2 pm VML	May 7 Focus Group 2pm COA							
				April 29 Focus Group 6 pm VML	May 11 Focus Group 10 am VML							