

**Friends of the Victoria Public Library (FOVPL)
Membership Meeting – January 28, 2015
5:00 PM**

MINUTES

- I. Call to Order: Cliff Sheffield called the meeting to order at 5:01 p.m.
- II. Invocation/Blessing: Gus gave the blessing.
- III. Pledge of Allegiance: Cliff led us in the Pledge.
- IV. Statements & Organizational Matters
Trudy announced that two Director positions (1-year term) will be up for election in July. Bob Anderton and Gus Villalobos will be up for re-election; others who wish to be considered must follow eligibility rules as stated in our Bylaws.
- V. Approval of the November Minutes
Lamont made a motion to approve the November 2015 Minutes. Gus seconded the motion. The Minutes were approved.
- VI. Approval of the January Treasurer's Report
Cliff advised that the \$95 unknown income in November was actually \$91 from the gift card raffle and \$4 donation from him, and the \$2 unknown income in December was an Open House donation from Tisdale.
Gus made a motion to approve the January Treasurer's Report as corrected. Lamont seconded the motion. The Treasurer's Report was approved.
Trudy stated that we need new signatories at the bank to get information on CDs. Currently, only Sue and Joyce can get information.
- VII. Organizational Reports:
 - A. Victoria Public Library (VPL) Report: No library representative was present.
 1. Update on Meeting Room Carpet Replacement: The new carpet looks nice and still has that 'new' smell. We paid our \$1,000 share of the expense.
 - B. LCPLS Trustee Report: No Trustee was present.
 - C. Joint LCPLS Trustee and FOVPL Meeting
The Trustees appointed Alicia as manager (official title unknown to us) of the Victoria Public Library to help improve communications with us.
The Trustees handed out sheets of tips on what they expect from the Friends, but nothing on what we can expect from the Trustees.

VIII. Committee Reports

A. Bylaws Committee (Chair Lamont Brand)

Lamont and Trudy met with our registered agent, Attorney Robert Hawthorne, who stated that our Charter doesn't necessarily need to be rewritten. The stated purposes are fine, but we aren't compelled to make any purchases or leases. He explained that if the Friends should ever disband, the Friends Board would become the Board of Dissolution. He advised that the President can recognize votes from the floor, and agreed that we should revise our Bylaws to match our Charter.

Trudy advised that we need to submit our Bylaws and Charter with our request for retroactive reinstatement of our tax-exempt status, and we are working under a deadline. She handed out the proposed Bylaws amendment and posted one on the library bulletin board. If no changes are suggested, the Board will vote to approve the amendment.

The amendment includes the correct physical and mailing address of our registered agent, inclusion of our mailing address in lieu of a physical office, restating our purpose as written in our Charter, and inclusion of Mission and Vision statements. It also specifies membership eligibility, puts age limitations on voting rights and eligibility for Director and Officer positions, and restates the Amendments to these Bylaws section to match our Charter.

B. Christmas Festivities Results (Chair Betsy Sheffield)

The Christmas Parade went very well. If Kenbridge holds the parade this year, we won't host an Open House.

The Open House time was changed from after the parade to before the parade due to meeting room conflicts, but it went well. No one showed up after 6:30, so in the future we will shorten the time so everyone can get to the parade on time. Since 2015 was so warm, we will offer hot or cold beverages according to the current temperature.

No one showed up for Story Time during Small Town Christmas. The Town's brochure did not list a time and the library is open only until noon. In the future, we will try to have a representative at the Town's planning meetings so we can get our events and times on their brochures.

Tammy Newcomb suggested having a tree-lighting ceremony in the park for the community. That is a good idea and something to bring up to the Town Council. Maybe the Friends can work with them on getting a tree and having an annual ceremony.

C. Activities and Fundraising Committee (Chair Betsy Sheffield)

We will try to have a Valentine Box full of non-edible treats available so that children who come in and check out books can get one treat when they check out.

Betsy is waiting to hear back from Alicia, who is checking with Donna, to see if we can have a Character Day in April during School Library Month. National Library Week is celebrated April 10-16, and D.E.A.R. (Drop Everything And Read) day is April 12. Volunteers will provide their own book character costume and Friends will pay for their lunch.

IX. Old Business

A. Little Free Library

Trudy emailed David Dalton, Scout Leader, who said he had a Scout he thought was ready to earn his Eagle badge. I invited them to this meeting, but they are not here. If I do not hear back from David, Lamont will see if he can find a Scout in Meherrin/Prince Edward County who is ready to earn his Eagle badge and is willing to help.

B. Tax-Exempt Status

Trudy advised that Pine Grove has all the paperwork to file our taxes for 2011 through 2014. She doesn't know when they will complete the filing and they will probably bill us when they are finished. She will get the reinstatement form to Cliff to fill out and have ready once our taxes are filed with IRS.

X. New Business

A. Office Supplies

Betsy will get printer paper and labels. We will order personalized stamped envelopes from USPS online. Tammy Newcomb offered to print envelopes, but after discussion, it was decided it was more cost effective to order them online.

Trudy questioned whether it was a good idea to get a bank debit card for purchases, rather than have to rely on Board members who can make the purchases on a reimbursement basis. After little discussion, it was decided not to pursue that idea.

B. Cleaning Fee

We are waiting to hear back from Alicia as to whether they still need the cleaning fee. If so, we agreed to pay it quarterly following our meetings in October, January, April, and July.

XI. Other Business

Lamont suggested we shorten the meetings by taking tangential discussions to the parking lot after the meetings. He was prompted to explain that his Facebook account, the one he uses as an Administrator for the Friends Group Page, might be in jeopardy.

Gus pointed out that there are no Library signs on Main Street indicating where our library is. This will be taken to the Town Council, since they would have to take it to VDOT, if they agree to put up two signs.

Gus suggested we sponsor a scholarship, and Tammy Newcomb suggested we tie it in with literary arts.

Betsy suggested that we can hold our Tea at a local church or restaurant.

Announcements:

Gus said the VFW is holding a yard sale on Friday and Saturday (Jan 29 and 30) and they welcome donations as well as buyers.

Gus said the VFW is sponsoring a Valentine's Dance on February 13; BYOB with set-ups available.

Tammy Newcomb said the restaurant is open for breakfast on February 13 from 11:30 p.m. to 2:00 a.m.

XII. Adjournment: Cliff made a motion to adjourn. Lamont seconded the motion. The motion passed. Meeting adjourned at 6:27 p.m.

Attendance List

Board of Directors

Cliff Sheffield, President
Lamont Brand, Vice President
Trudy Berry, Secretary
Betsy Sheffield, Director
Gus Villalobos, Director

Members

Tammy Newcomb
Barbara Seamster

Trustees