

**Friends of the Victoria Public Library (FOVPL)**  
**Membership Meeting – October 22, 2015**  
**5:00 PM**

**MINUTES**

- I. Call to Order: Cliff Sheffield called the meeting to order at 5:03 p.m.
- II. Invocation/Blessing: Gus Villalobos gave the blessing.
- III. Pledge of Allegiance: Cliff led us in the Pledge.
- IV. Statements & Organizational Matters: None
- V. Approval of the September Minutes: Gus motioned to approve the September 2015 Minutes. Betsy Sheffield seconded. The Minutes were approved.
- VI. Approval of the October Treasurer's Report: The Treasurer was unable to attend, but reported that the only change from last month was a few pennies accrued in interest.
- VII. Organizational Reports:
  - A. Victoria Public Library (VPL) Report
    1. Update on Meeting Room Carpet Replacement: Trustee Claude Otey reported that the carpet has to be ordered and the company will let them know when they will install it. The FOVPL Board agreed to wait for the invoice to determine our portion of the expense before writing a check.
  - B. LCPLS Trustee Report
    1. Results of request to hold Autumn Day event on sidewalk in front of library: Cliff reported that the LCPLS Trustee Board approved this action and the sale took place.
    2. Result of request to install hooks on underside of awning to hang banner: Cliff reported that the LCPLS Trustee Board approved this action, however, he did not install the hooks because our banner was locked up in the library on Autumn Day.
    3. Result of request to erect shed: Cliff reported that the consensus was to wait until the first of the year to determine how many books we have left to store.

4. Confirmation regarding serving, but not selling, food and beverages at events: It was determined that the understanding is that we cannot sell food and beverages as a fundraiser, or sell tickets to a fundraiser where food and beverages are served or sold, but we can hold events that are not fundraisers where we serve, but not sell, food and beverages.

#### VIII. Committee Reports

- A. Bylaws Committee (Chair Lamont Brand) – First draft: Lamont Brand reported that the committee met and completed a first draft. The committee will present the final draft for board approval at a later date.
- B. Autumn Day Raffle Committee (Chair Sean Au) – Raffle results: Sean was absent, but Cliff reported that \$100 had been collected so far, and when either \$200 is reached or by our next meeting, we will draw the winners.
- C. Autumn Day Book Sale (Chair Cliff Sheffield) – Sale results: Cliff reported that we collected \$79.00 in sales.

#### IX. Old Business: None

#### X. New Business

- A. Little Free Library: Trudy Berry passed out some information from the Little Free Library website for Board members to review before we decide that we want to associate ourselves with them or go on our own. There is a contract agreement to sign and a \$40 registration fee to pay to use the name "Little Free Library."

#### B. Library closing during Cowboy Day, Autumn Day, Small Town Christmas

A patron reported that the artist whose works are displayed this month brought someone to see his display, only to find the library closed, and that someone had come from either North or South Carolina to see the display, only to find the library closed. Several patrons came—some to return books and, presumably, to check out new books—only to find the library closed.

Cliff will approach this subject at the Trustee meeting on October 23 to find out why the library is closed on big event days and when schools close unexpectedly, such as when there was a flood alert, but no flooding occurred.

## C. Christmas Events

1. Have a float in the parade
2. Host an Open House in the library meeting room after the parade
3. Hold story time and activities in the library meeting room during Small Town Christmas
4. Christmas Tree in the library meeting room
5. Host 4<sup>th</sup> Annual Twelfth Night in the library meeting room on Wednesday, January 6, 2016

A committee was put together to arrange a float, Open House, story time, and Christmas tree. Committee members are Ruby Ingram, Betsy Sheffield, Aggi Villalobos, Trudy Berry, and Amy Hewitt.

The committee of Aggi and Trudy will arrange the 4<sup>th</sup> Annual Twelfth Night.

## XI. Other Business

- A. Betsy provided get well and condolence cards from Friends for members Sue Wright and Norma Williams, and, upon hearing of Bobby Atkins health issues from Claude Otey, will provide a get well card for him as well.
- B. A consensus was reached that, to maintain the formality and distinction of an organization such as ours, the proper procedure and channel for requesting funding from Friends was that Donna submit her requests, either in person or in writing, to the FOVPL Board stating the amount of funds requested and an explanation of how and for what the funds are to be used.

If funding is needed for building maintenance, she must first—in whichever order is appropriate—seek funding from the Victoria Town Council and then the LCPLS Board of Trustees. If either or both deny funding, then Donna must submit their written denial, along with any approval for partial funding, with her request to us for funding.

- XII. Adjournment: Lamont motioned we adjourn. Betsy seconded the motion. The motion passed. The meeting adjourned at 6:23 p.m.

## Attendance List

### Board of Directors

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

### Members

Amy Hewitt  
Ruby Ingram  
Aggi Villalobos

### Trustees

Claude Otey