

Williamston Community Library Foundation

Meeting Dec. 20, 2006

Held at Library Annex

Attending: Jeff Bartrem; John Brazier; Fran Schaffert; Julia O'Connor; Susan Graff;

Absent: Brian O'Connell, Ed Noonan

Also attending: Marlene Epley; Wendell Proudfoot; Fred Campbell, Leo Sheets

Meeting called to order at 7:00 pm

Jeff moved to approve minutes of Dec. 6, Julia 2<sup>nd</sup>. Motion carried, minutes approved.

Wendell reported that the current balance in the Republic bank account is \$41,000. Discussion on how best to utilize these funds was held. Fran moved Wendell to disperse \$10,000 to Capitol National Bank as a lump sum payment to be applied to the balloon payment due summer of 2007. Jeff second. Roll call vote:

Jeff Bartrem, yes; Fran Schaffert, yes; John Brazier, yes; Susan Graff, yes; Julia O'Connor, yes. Motion carried.

There have been 2 recent \$10,000 donations from area resident (and board member) Fran Schaffert and local resident Virginia Baugh.

Susan announced that an anonymous donation of \$50,000 has been pledged to the Foundation with delivery expected before the end of 2006.

Discussion about moving forward with contracting with a consultant to assist with capital campaign. Marlene will contact Jan Quiring to make an appointment. Jeff and John will meet with Jan and John as well.

Jeff and Fran will be meeting with representatives of Capitol National Bank on Dec. 21 regarding major donor opportunities.

Fran moved to appoint Fred Campbell as a trustee from Williamstown Township. Jeff seconded. J. O'Connor, yes; J. Brazier, yes; F. Schaffert, yes; S. Graff, yes. Motion carried. Welcome to the Board Fred!

Jeff moved to appoint Fred Campbell to fill the vacant Vice- President office. Julia 2<sup>nd</sup>. J. O'Connor, yes; J. Brazier, yes; F. Schaffert, yes; S. Graff, yes. Motion carried.

Marlene asked the Board to consider continuing the bottled water as a promotional device. Fran had recently contacted Mike Marshall at the Private Label company in Grand Rapids to get current prices for water. It is 10.50/case with a minimum of 60 cases. Since we have ordered before there is not a screen set up charge unless we need to change the label. Fran will contact Diane Dietz to see if they are willing to underwrite this again. We would order again in Spring and would need to arrange storage space for the water.

Discussion of the proposed changes to the bylaws.

Julia moved that we change the term Trustee to Director throughout the bylaws. John Brazier second. Discussion:

The consensus is that we can change the term Trustee to Director throughout the bylaws without substantially changing the meaning of the bylaws.

J. O'Connor, yes; J. Brazier, yes; F. Schaffert, yes; S. Graff, yes; F. Campbell, yes. Motion carried.

Numbering of bylaws. Jeff moved that codification rather than current numbering be applied throughout the bylaws. Fred second. J. O'Connor, yes; J. Brazier, yes; F. Schaffert, yes; S. Graff, yes; F. Campbell, yes. Motion carried.

There was further discussion of changes made to the bylaws. Fred moved that the bylaws as presented at this meeting, pending legal review, be accepted. Fran second.

J. O'Connor, yes; J. Brazier, yes; F. Schaffert, yes; S. Graff, yes; F. Campbell, yes. Motion carried.

Nominating committee to fill the 3 positions coming open at end of this term (new terms will begin after annual meeting Jan10) was appointed. Marlene, John and Jeff will work on this. Additional positions on the board are possible through our bylaws, those positions will be filled as needed and at a later date.

A work session for the purpose of working on vision and mission statement, business plan, goals and objectives was requested by Susan. Work session will be held Jan. 3, 7pm, location to be announced.

Wendell reports that tax bills for the property are in. The issue of tax exempt status on the empty lot has not been resolved. Should Wendell pay these bills? Jeff will investigate what has to be done to get tax exempt status on the empty lot. Wendell will hold off paying taxes to see if the tax on the empty lot can be cleared retroactively.

Fred moved that Marlene be designated Editor of the e-newsletter with authority to distribute the newsletter without out other content review. Fran second. Motion passed.

Wendell agreed to serve as a back up for John Fishbeck so that he can distribute the newsletter should John be unavailable. Wendell will contact work with John to get the passwords and access needed to the account.

With no other new business, Jeff moved to adjourn, Fran second. Motion passed. Meeting adjourned, 10:00pm.

Submitted: S. Graff      approved Jan 10, 2007