

Friends of the Chelsea District Library

Board Meeting Minutes, December 2, 2017

- I. **Call to order.** The meeting was called to order at 4:03 pm by President Gary Zenz.
- II. **Roll Call:** Jan Carr, Michele Mullens, Jennifer Kundak, Nancy Neff, Gary Zenz, Sue Skiendziel, Mary Tomac.
- III. **Public Comment:** There was no public comment.
- IV. **Acceptance of Agenda.** After changing the time of the annual meeting on the agenda, the agenda was accepted.
- V. **Approval of the November 16 Meeting Minutes.** Sue Skiendziel made a motion to accept the Minutes; this was seconded by Nancy Neff. Approved.
- VI. **There was no Director's Report.**
- VII. **Chair Reports:**
 - a. It was reported that Gary and Sue met with library staff and learned how to load our documents into our Google Drive and how to make updates to The Friends' web page. Both will be updated.
 - b. **Treasurer's Report:** Nancy Neff shared the current report. There was discussion on whether the Treasurer's Reports should be stored for historical value in our Google Drive. After assurances that our Google Drive is only accessible to current board members and select library staff, a motion was made to start storing Treasurer's Reports on our Google Drive, beginning in 2018, adding retroactively as able. The motion was made by Jan Carr, seconded by Gary. Motion approved.
 - c. **Hospitality:** There will be refreshments at the annual meeting on January 27th, and Michele will take care of this.
 - d. **Membership:** There was discussion about putting together an accurate master list of members with email addresses. Gary is working on this. Additionally, we will email members about the annual meeting and reminder to pay annual dues. Jennifer Kundak offered to write hand-written notes to new members. Jan Carr made a motion for Jennifer to send notes to new members and members who pay \$100 or more in annual dues. Sue Skiendziel seconded this, and it was approved.

Jennifer gave an idea to honor longtime Friends with a library book donated in their honor. There will be future discussion on this idea.
- VIII. **Old business**
 - a. **FOML.** Jennifer Kundak shared that the FOML Spring Workshops will be in Southfield on March 8th.
- IX. **New Business.**
- X. Gary would like to use some of the FOML "Table Talk" discussion questions for programming at our Annual Meeting in January. Gary and Jennifer will be getting together to plan how to use this. There was discussion about other program ideas for the Annual Meeting.
- XI. **Upcoming events**
 - a. **Annual Meeting-Saturday January 27 at 10:30**
 - b. **Staff Appreciation Luncheon -April 11 at noon.**
- XII. **The meeting was adjourned at 5:13pm.**

Minutes submitted by Sue Skiendziel, Secretary. Minutes were approved at the March 8, 2018 Board Meeting.

