

Friends of the Turlock Public Library
Board Meeting Minutes
Oct. 3, 2018
6:30-7:30 p.m.
Turlock Library

Board Members Present: Carmen Ingols, Hal Owen, Sabra Stafford, Lisa Cherenson, Linda Davenport, Diane Gray, Jackie Oyer, Mike Seifert, and Hope Werness.
Friends Present: Lara Lee Brunelle, Dieter Renning, Hanna Renning, Dorothy Finnegan and Dianne Bartlett.

Call to Order: Carmen Ingols called the meeting to order at 6:30 p.m.

Minutes: The minutes for September were approved.

Reports:

President: No report given.

Treasurer: Hal Owen reported the FOTPL had an income of \$1,580.00 for the month of September, bringing the balance to \$4,558.00 for the year to date. The expenses for the month were at \$633.00, most of which (\$525) was for the accountant fee. The year to date total stands at \$662. The Library Fund accounts total \$83,897.

Librarian's Report: October 27th saw the library celebrate the 50th year in the community. The occasion will be remembered with bookmarks that the FOTPL will pay for at a cost of \$89 for 1,000. October saw the library hold a Halloween party and an appearance by Python Ron.

Unfinished Business:

Library Progress: Linda Davenport encouraged all FOTPL members to attend a community meeting on the library renovation because the architects are having to make adjustments to the plan because of cost increases. The meeting was on Oct. 16.

New Business:

Tea and Fashion: Linda Davenport said the event was sold out and thanked everyone who worked to make it a success.

Document Retention: Hal Owen submitted a draft proposal detailing what FOTPL documents needed to be retained and which ones could be destroyed. The FOTPL original IRS form and monthly minutes are to be permanently maintained. The bylaws, job descriptions, tax records, evidence of insurance, and membership records are to be saved for three fiscal years and then disposed of once out of date. The disposal or shredding will be the responsibility of the treasurer. Mike Seifert made a motion to accept the draft copy. It was seconded by Dorothy Finnegan and passed unanimously.

Adjournment: The meeting was adjourned at 7:10 p.m.

Submitted by Sabra Stafford, Secretary