

**MINUTES OF THE ORGANIZATIONAL MEETING  
OF  
VAN METER PUBLIC LIBRARY FOUNDATION**

The organization meeting of the incorporators was held online via Google Docs, on March 28th, 2015 at 9:00 AM – 7:00 PM.

The following individuals were present:

|                                     |  |
|-------------------------------------|--|
| John Seefeld<br>(Secretary)         | 301 East Street<br>Van Meter, IA 50261               |
| Joe Herman<br>(Member at Large)     | 5115 Kelsey Drive<br>Van Meter, IA 50261             |
| Kim James<br>(President)            | 501 S. 3 <sup>rd</sup> Street<br>Winterset, IA 50273 |
| Marianne Colsch<br>(Vice President) | 215 S Hazel St<br>Van Meter IA 50261                 |
| Nancy Lacy<br>(Treasurer)           | 404 Grant Street<br>Van Meter, IA 50261              |

being all the incorporators of the corporation. Members reviewed the waiver of notice of the meeting, subscribed by all the persons named in the certificate of incorporation, and it was ordered that it be appended to the minutes of the meeting.

Board Members reviewed the following revised IRS policies and took action on them:

1. FORM 990 REVIEW
2. CONSERVATION EASEMENT
3. CONFLICT OF INTEREST
4. COMPENSATION POLICY
5. DOCUMENT RETENTION AND DESTRUCTION
6. FUNDRAISING
7. GIFT ACCEPTANCE
8. INDEPENDENT GOVERNING BODY AND FAMILY AND BUSINESS RELATIONSHIPS
9. INVESTMENT
10. JOINT VENTURE

11. PUBLIC DISCLOSURE POLICY
12. WHISTLEBLOWER PROTECTION

The revised IRS Policies were approved unanimously.

RESOLVED, that the Foundation shall adopt, adhere to, and uphold these policies.

There being no further business to come before the meeting was adjourned.

Date: March 28<sup>th</sup>, 2016.

  
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President

**WAIVER OF NOTICE OF THE ORGANIZATION MEETING  
OF  
VAN METER PUBLIC LIBRARY FOUNDATION**

We, the undersigned, being all the incorporators named in the certificate of incorporation of the above corporation hereby agree and consent that the organization meeting thereof be held on the date and at the time and place stated below and hereby waive all notice of such meeting and of any adjournment thereof.

Place of meeting: Van Meter Public Library, Van Meter, Iowa

Date of meeting: March 28th, 2016

Time of meeting: 9:00 AM – 7:00 PM.

Dated: 03/28/2016

Kimberly James  
Print Name

John R Seefeld  
Print Name

Joe Herman  
Print Name

Nancy J Lacy  
Print Name


Marianne Colsch  
Print Name

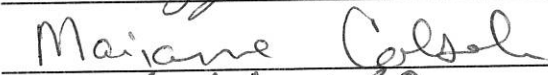
**RATIFICATION OF ORGANIZATION MEETING  
OF  
VAN METER PUBLIC LIBRARY FOUNDATION**

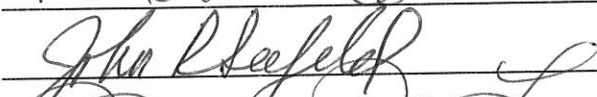
We, the undersigned Directors, Members and Incorporators, having read the minutes of the organization meeting of the corporation held on March 28th, 2016, do hereby ratify, approve and confirm the actions taken and business transacted at said meeting as reported in the minutes of the meeting.

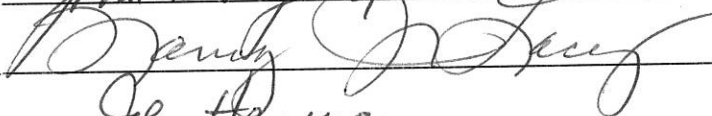
Dated: March 28th, 2016

APPROVED:

President: 

Vice President: 

Secretary: 

Treasurer: 

Member at Large: 