

NOTICE OF PUBLIC MEETING

Van Meter Library Foundation

Date : January 9th, 2018

Time/Place : 7:00 PM – Van Meter Public Library, 505 Grant St.

1. Call to Order
2. Roll Call
3. Emergency Additions and Approval of the Agenda
4. Consent Agenda
 - a. Minutes
5. Discussion Items
 - a. 501c3 status
 - b. Architect interviews
 - c. Dallas County Grant and training
 - d. Gift wrapping and coffee fundraiser review
 - e. Treasurer report
6. President's report
7. Adjourn

Agenda Item #1 - Call to Order

Sample Motions: The time is Six thirty PM on Wednesday, November 29th, 2017. I hereby call this meeting of the Van Meter Public Library Foundation to order.

Agenda Item #2 – Roll Call

Sample Language: Roll call please.

Phillips___; Colsch___; Herman___; Champion___; Simpson___; Welker___; Alexander___; Heeley___; Jones___; Miller___

Agenda Item #3 - Emergency additions and Approval of the Agenda

Submitted for: Action

Recommendation: Approval

Sample Language: At this time are there any additions to the agenda?

Additions:

Sample Motion: Do I hear a motion to approve the agenda?

Foundation Member _____: So moved. Foundation Member _____: Second.

Agenda Item #4 – Consent Agenda

Submitted for: Action

Recommendation: Approval

Sample Language: Please review the Consent Agenda.

Additions:

Sample Motion: Does the Foundation Board wish to discuss any item on the consent agenda separately? If not, I would entertain a motion to approve a Resolution Adopting the Consent Agenda as it has been presented to us?

Foundation Member _____: So moved. Foundation Member _____: Second.

Agenda Item #5 - Discussion Items

- a. 501c3 status
- b. Architect interviews
 - a. January 10
 - i. 6:00 – Studio Melee
 - ii. 7:00 – Design Alliance
 - iii. 8:00 – FEH
 - b. January 11
 - i. 7:00 – ISG
- c. Dallas County Grant and training
- d. Gift wrapping and coffee fundraiser review
- e. Treasurer report
- f. Review financials

Agenda Item #6 – President’s report

Agenda Item #7 – Adjourn

Submitted for: Action

Recommendation: Approval

Sample Motion: With no further business do I hear a motion to adjourn?

Foundation Member _____: So moved. Foundation Member _____: Second.

Sample Language: The meeting is adjourned. Thank you.

Van Meter Public Library Foundation

Library Foundation Minutes – 11/29/17

The Van Meter Public Library Foundation met on Wednesday, November 29th, 2017 at the Van Meter Public Library.

President Phillips called the meeting to order at 6:32 p.m. Members present at roll call: Barb Phillips, Marianne Colsch, Megan Alexander, Shannon Jones, Alicia Penton, and Sara Heeley; absent were Jamie Champion, Jody Simpson, Jenny Bruins, Shannon Miller, and Jolena Welker. Also in attendance: Darren Capps, Mike Brown, and Suzanne Lindaman.

Having no emergency additions, President Phillips asked for a motion to approve the Agenda. Moved by Colsch, supported by Jones. Passed unanimously.

After reviewing the Consent Agenda, President Phillips asked for a motion to approve the Consent Agenda. Moved by Heeley, supported by Alexander. Passed unanimously.

Final plans for the Winter Market fundraiser were discussed. There were donations of bottled water and cups from Casey's, coffee from Hy-Vee, and the Legion donated space for us to set up. A review was given by the Foundation members who attended Public Safety's meeting for joint fundraising ideas. There was discussion concerning Pinterest/DIY fundraisers in the new year. A review was given on the selection process for architectural firms. The status of the 501c3 status was discussed. The financial report shows a balance of \$200.01 in our bank account.

Our next meeting is scheduled to mesh with the Public Safety meeting on January 9, 2018 at 7:00 in the library.

Having no further business, President Phillips asked for a motion to adjourn. Moved by Colsch, supported by Heeley. Passed unanimously. Adjourned at 7:10 p.m.