

NOTICE OF PUBLIC MEETING

Van Meter Library Foundation

Date : November 29th, 2017

Time/Place : 6:30 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. Final preparations for December 2nd Winter Market fundraiser
 - b. Review fundraising meeting with Public Safety
 - c. Pinterest/DIY sessions/fundraiser
 - d. Review architect selection process and next steps
 - e. 501c3 status
 - f. Review financials
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. Final preparations for December 2nd Winter Market fundraiser
- b. Review fundraising meeting with Public Safety
- c. Pinterest/DIY sessions/fundraiser
- d. Review architect selection process and next steps
- e. 501c3 status
- 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 – 10/25/17

The Van Meter Public Library Foundation met on Wednesday, October 25th, 2017 at the Van Meter Public Library.

President Phillips called the meeting to order at 6:34 p.m. Members present at roll call: Barb Phillips, Marianne Colsch, Joe Herman, Megan Alexander, Shannon Jones, and Jenny Bruins; absent were Jamie Champion, Simpson, Sarah Heeley, 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 Bruins, supported by Colsch. Passed unanimously.

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

Discussion with partnering with Public Safety on fundraising was discussed and members will be attending their business meeting November 10th at 7:30 p.m. Joint donation and thank you letters will be drafted and presented at that meeting. A review of the bank account was given, along with the City Council and Library Board of Trustee meetings. ALA Transform was mentioned to advocate and fundraise for the library project and Jones presented her work on grants. More in-depth planning was talked about for the Winter Market on December 2nd from 9:00-1:00. Other fundraisers, such as DIY classes and the Tree of Knowledge, were discussed.

Alexander made a motion to accept Shannon Miller and Alicia Penton as trustees in the Library Foundation. The motion was seconded by Colsch and approved by all.

Having no further business, President Phillips asked for a motion to adjourn. Moved by Colsch, supported by Alexander. Passed unanimously. Adjourned at 7:42 p.m.