

**Friends of the Fulton Public Library
Organization Committee
March 1, 2023**

Present: C. Chatterton, S. Dellinger, J. Edley, A. Eusebio, C. Mosier, J. Parke-Marriner,
D. Phares, K. Sipling, M. Stobart, C. Teetsel, J. Weldin

Regrets: M. Julian

1. Meeting called to order by S. Dellinger at 5:31 PM via Zoom. A quorum was present.
2. Minutes of the 2/1/23 meeting were reviewed. D. Phares added as present at the meeting. Motion to approve the minutes as thus amended by D. Phares, second by J. Weldin, and carried.
3. Treasurer's report was reviewed. Checking account started with a balance of \$912.44 and ended with \$1022.44 after a deposit of \$115 and a bank fee debit of \$5. Motion to approve the treasurer's report by A. Eusebio, seconded by J. Weldin, and carried.

There was a motion to add S. Dellinger as a signatory on the checking account by D. Phares, seconded by C. Teetsel, and carried.

4. Chair Report (see attached). S. Dellinger (1) provided information on a scholarship opportunity to attend the NY Library Association's conference in November, (2) summarized information from the most recent Trustee's meeting, and (3) described ways to be an ambassador for the library.

4. A. Eusebio presented the final versions of the logo along with a presentation of best practice branding guidelines for logo use. This information will be posted to the Google Drive created by J. Parke-Marriner for everyone's access.

5. The draft of the membership brochure was reviewed which included a discussion of the membership categories, revision to the history section prepared by C. Chatterton, and whether or not the library hours should remain on the back page due to a concern about potential changes. There was a consensus to leave the membership categories and library hours as written and to substitute the history section rewritten by Caroline. Given the lack of any more substantive changes to the brochure wording, Andrew will proceed with the design process. Items such as library hours can easily be changed as needed.

An off shoot of the brochure discussion was whether or not there is a distinction between membership fees and donations, which perhaps should be revisited at a future meeting. Lack of 501(c)(3) status, which we are currently not in an immediate position to pursue, has an impact on donation issues.

6. Rolling membership – There was a motion by M. Stobart, seconded by C. Teetsel to incorporate a rolling membership date into the bylaws. Motion was carried.

7. Bylaw revisions – There is a need to make proposed amendments to the bylaws to include changes to the membership categories and the rolling membership date. The need for a formal bylaw committee was not deemed necessary at this time as major changes are not anticipated. Jean

and Sharon will maintain a formal copy of the document, to include the proposed changes for future vote by the membership.

8. The Friends Group will take on the library garden as a project. M. Stobart agreed to spearhead that initiative. This serves the needs of the library by relieving their staff of this task and provides the group with a visible project.

9. While there is a need for fundraising, appointment of a Fundraising Committee will be deferred until a larger membership can be established.

10. M. Stobart is designing a tracking membership spreadsheet document and has begun work on a survey.

11. J. Parke-Marriner has set up the web site and Facebook page. She is the administrator for both. Others may be added. Administrator and access issues to be discussed by the Publicity/Membership Subcommittee. A. Eusebio emphasized the need for consistent messaging across all forms of communication emanating from the Friend's group. The Publicity/Membership Subcommittee will schedule a meeting to begin working on this. All Organization Committee members are requested to consider what kinds of information we want on the web site and Facebook page. Please e-mail suggestions to J. Edley or S. Dellinger at your earliest convenience. This will be further discussed at our next meeting.

12. Meeting time will change to 5:00 PM. All meetings for the foreseeable future will be a hybrid format so people can choose to participate either via Zoom or in person. Next meeting is scheduled for **Wednesday, April 5th at 5:00 PM**. Members asked to be prepared for a group photo at the next meeting.

13. Motion to adjourn by J. Weldin. Meeting adjourned at 6:55 PM.

Minutes prepared by:
Jean Edley
Acting Secretary/Treasurer