NOTICE OF ANNUAL MEETING
of the
FRIENDS OF CARSON CITY LIBRARY

Day: Saturday
Date: January 12, 2019
Time: Beginning at 11:30 am
Location: Plaza Event Center
211 E. 9th St.
Carson City, Nevada

AGENDA

Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please notify the Friends of Carson City Library in advance so that arrangements may be made. Requests may be made in writing and addressed to the Friends of Carson City Library at 711 E. Washington St. Carson City, NV 89701, or by calling 885-9807.

NOTE: Below is an agenda of all items scheduled to be considered. Notice is hereby provided that items on the agenda may be taken out of order, two or more agenda items may be combined for consideration and an agenda item may be removed from the agenda, or discussion relating to an item on the agenda may be delayed at any time. **

1. Call to Order
   1a. Determination of Quorum

2. Public Comment
   Members of the public who wish to address the Friends Board of Directors may come forward and speak on any topic that is relevant to or within the authority of the Board of Directors. The Board respects the right of citizens to present differing opinions and views. Comments may be limited to ask a member of the Board to place it on the Board's agenda for a future meeting. No action may be taken on a matter raised under this item of the agenda unless the matter is noticed on a Board agenda as an item on which action may be taken. In accordance with the Open Meeting Law, the President may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

3. Approval of Annual Meeting 2018 Minutes - Recording Secretary, JoAnn Carpenter - Action Item
   3a. for possible action - approval of the minutes of previous annual meeting (January 13, 2018)

4. Acceptance of December Year -end Treasurer’s Financial Report - Treasurer, Sandy Osheroff – Action Item
   4a. for possible action - to accept the Treasurer’s December 2018 Financial Position and Income/Expense for the year 2018

5. Browsers Corner Book store Manager’s Report - Patti Ferguson - Information Only
6. **Budget Chairman’s Report - Phil Patton - Information Only**  
   6a. Budget Chair reports how income/expense performance for 2018 compares to the Budget for 2018

7. **Budget Chairman’s recommended allocation of funds for the library – Action Item**  
   7a. After calculating the Friends net profit for the year, the Budget chair is recommending we gift 95% of that profit to the Carson City Library for our fiscal year 2019

8. **Committee Reports - Information Only**  
   8a. These committees are: corresponding secretary, fundraising, membership, & publicity. The written reports are in the meeting packet. If any questions, now is the time to ask

9. **Library Director’s Report – for Information Only**  
   9a. Library Director Sena Loyd will report on Library activities in 2018 and show how our gift of $38,000 last year was used. She will also give a preview of what is coming in 2019.

10. **Election of Officers – Bill Crowell, Chair of nominating committee – Action Item**  
    10a. This year we are electing a Treasurer and a President. The slate presented by the nominating committee is Treasurer, Sandy Osheroff and for President, Patti Copper-Smith.  
    10b. Nominations will be accepted from the floor.  
    10c. Voting will commence.

11. **Proposed Changes to Constitution and Bylaws – Discussion and possible action**  
    11a. In order to put our money in more than local banks and Credit Unions, as it currently implies in the constitution, it is proposed that we change the constitution to allow for us also being able to use investment institutions so that we may take advantage of higher interest rates throughout the country.  
    11b. When these changes were submitted to lawyers for review, they also reviewed the entire documents and made several suggestions to make sure we have all the information now required by the Federal and State Governments and the IRS, as well as 501(c)(3) regulations. These suggested changes did not change our original policies or mission, just brought us up to date on the current requirements.  
    11c. The Board of Directors spent a lot of time on this and had it reviewed by 2 different lawyers and the documents you have before you are what they are presenting to you for your approval.

12. **Proposed Acceptance of two new policies – Discussion and possible action**  
    12a. If we vote to change the constitution and allow money to be placed with other financial institutions we would need a Statement of Prudent Investment Policy to establish policies to be strictly followed.  
    12b. While we are making changes and will be required to register the changes with the state, a proposed Gift Acceptance Policy has been created to help us and protect us when we are approached with donations of possible large gifts  
    12c. The Board of Directors have gone over these two documents and discussed and recommended changes to get to the documents you see before you. They are presenting them to you for your approval.

13. **Presentation of 2019 Budget – Phil Patton, Budget Chair – Discussion and possible action**  
    13a. The Budget Chair and committee present the proposed budget for 2019 for your discussion and input.  
    13b. After discussion, a vote to accept or change the proposed 2019 budget.
14. President’s Address – Phyllis Patton - Information Only

14a. President will give a review of 2018 and wrap up her tenure as president

15. Public Comment -

Members of the public who wish to address the Friends Board of Directors may come forward and speak on any topic that is relevant to or within the authority of the Board of Directors. The Board respects the right of citizens to present differing opinions and views. Comments may be limited to three minutes per person. If you believe your item requires extended discussion or action, you may ask a member of the Board to place it on the Board’s agenda for a future meeting. No actions may be taken on a matter raised under this item of the agenda unless the matter is noticed on the Board agenda as an item on which action may be taken. In accordance with the Open Meeting Law, the President may prohibit public comment if the person speaking is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

16. For Possible Action - Adjournment

** Copies of the reference material and any additional supporting material will be made available at the Browsers Corner Book Store, located at 711 E. Washington St., Carson City, NV 89701 or by contacting Phyllis Patton, President at 775-885-9807 or phylpat@ait.net. Copies of any such materials will also be made available at the meeting site.

** In accordance with NRS 241.020, this agenda has been posted before 9 a.m. three working days before the day of the meeting at the following locations:
Carson City Hall, 201 N. Carson St. Carson City, NV 89701
Carson City Community Center, 851 E. William ST., Carson City, NV 89701
Carson City Fire Station, 777 S. Stewart Street, Carson City, NV 89701
Nevada State Library & Archives, 100 N. Stewart St. Carson City, NV Carson City, NV 89701
Carson City Library, 900 N. Roop St. Carson City, NV 89701
Friends Browsers Corner Book Store, 711 E. Washington St. Carson City, NY
Friends of Carson City Library website:  http://www.friendsccclibrary.org
Minutes of Friends of the Carson City Library Annual Meeting – January 13, 2018

Prior to the Business Meeting, a volunteer Appreciation Brunch was offered, consisting of scrambled eggs, potatoes, bacon, sausage patties, fresh fruit compote, yogurt, croissants and pastries. A mimosa was offered upon check-in. Raffle tickets were also distributed for baskets and hand-crafted bags.

This was the first Annual Meeting subject to the new Open Meeting Law (as result of passage of SB313), and thus time was watched carefully. Library Director Sena Loyd began at 11:35 am with a presentation of programs offered by the Library, including NASA @ My Library, the Pedal Library, Mobile Makerspace, National Medal Nomination, ROI Project (return on investment), and the 5-year plan. Any questions were deferred until after the presentation.

A brief break was inserted in order to comply with the stated 12:15 pm business meeting start. President, Phyllis Patton called the meeting to order and asked for public comment. One comment related to the donation Jar at the Browsers Corner and the income presented at the end of the year. Another comment noted that Sena Loyd had been named Nevada State Librarian of the year.

It was determined that a quorum (15) was present – members present numbered 40+

Approval of the minutes – one correction was offered: Sandy Osheroff should be listed as candidate for Treasurer, not Joe Spencer. Motion made by Sandy O., seconded by Pam Johnson and approved without dissent.

Treasurer’s report is in the packet given to each attendee. Phil Patton noted that the current value of CDs is 0. There were no questions.

Budget for fiscal 2018 – presented by Budget Chair Phil Patton. We are proposing a change in the way we give our support money to the Library. In the past we have tried to give them everything on the letter of requests for the year. Then there was considerable time spent in trying to match up invoices, etc. because we are now on different fiscal years. This means that what we give them in our fiscal year is spent over ½ of two of their fiscal years. After a discussion with the Library Director and Business Manager, the Friends are proposing that we give the library a percentage of our net profit each year. The allocation will be used at the discretion of the Library Director and staff and they will report back at the next annual meeting what they actually spent the money on. The Library Director said she would like to continue to submit a letter of request so that the public is aware of the kinds of things the Library needs and wants to provide the community.

A motion to accept the proposed budget for fiscal year 2018 was made by Donna Curtis and seconded by Sandy Osheroff. Motion passed. A second motion to change the current dollar allocation to a percentage of net profit allocation was made by Karen Kish and seconded by Holly Van Valkenburgh. Motion passed.

Slate for the election of officers (Vice president and secretary) was presented by committee chair, Mary Lee. Nominees: vice president: Joe Spencer, secretary: JoAnn Carpenter. Request was made for any further nominations from the floor – there being non, Phil Patton made a motion to accept the presented slate, seconded by Jolena Johnson – motion approved with one vote opposed (Joe Spencer).
President, Phyllis Patton, noted that committee chair reports were in the packets given to each member in attendance. Chairpersons offered no further comments at this time.

President’s report on the year: the project “Books for Babies” began July 1st, with 700 book kits. Bibs were added, made by Patchwork Giraffe. Total handed out to date 289. To date there has ben no request for the kits done in Spanish.

The Convis Collection, which began almost 3 years ago, is a work in progress. Gian (internet salesman) has been able to sell some of the books for prices from $109 and $2,200!!

Participation in the Parks and Rec. “Halloween Trick or Treat” by Friends was for the first time. Children’s books were handed out along with candy.

Author Events continue at Browsers Corner on a monthly basis.

$70,000+ has been given to the library during the past year, with 2 memorial funds still open.

The president stated 2 personal goals for 2018 – the first to find people to take over currently empty and/or recurring spots, both on the board and on committees; the second to turn over the many smaller jobs she is currently doing, such as e-blasts, signs for advertising various events, and many more. She added a third goal, which was to encourage all members to become advocates for the library. A video from the TED Talk, done by Simon Sinek, was shown, in which he talked of the why, how, and what of goals for any organization.

Comments from those in attendance made included: what about a “Festival of the Book” by Don Scott. He will supply further information on this idea to the board. Linda Bellegray gave compliments to the board. Diana Francis offered comments on “passion for reading” and how to instill it in others.

Phyllis closed with a quote from Andrew Carnegie “Let there be light”.

The meeting was adjourned at 1:10 pm.

Respectfully submitted,

Susan Matthes,__________

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