

Indian Prairie Public Library
401 Plainfield Road
Darien, Illinois 60561

**Indian Prairie Public Library Foundation & Friends Meeting
November 20, 2019 – 6:30 p.m. – Board Room**

AGENDA

A. Roll Call

Asma Akhras, Donald Damon, Taylor Frawley, Marian Krupicka,
Crystal Megaridis, Victoria Suriano

B. Correspondence - none

C. Omnibus Consent Agenda

1. Minutes of Foundation & Friends Meeting 8/21/19
2. Bills for Approval

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Action

D. Reports

1. Treasurer's Report

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Information

E. Unfinished Business

1. Marketing the Foundation & Friends

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Discussion

F. New Business - none

G. Adjournment

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Indian Prairie Public Library
Foundation & Friends Minutes

**Indian Prairie Public Library Foundation & Friends Meeting
August 21, 2019 – 6:45 p.m.**

A. Call to Order/Roll Call

President Suriano called the meeting to order at 6:50 p.m.

Present: Asma Akhras, Donald Damon, Taylor Frawley (arrived at 6:55 p.m.), Marian Krupicka, Crystal Megaridis, Diane Ruscitti, Victoria Suriano

Absent:

Staff Present: Jamie Bukovac, Laura Birmingham, Maria Wlosinski

Others:

President Suriano asked for additions and/or corrections to the agenda. There were none.

B. Correspondence - none

C. Omnibus Consent Agenda

1. Minutes of Foundation & Friends Meeting 4/17/19

2. Bills for Approval

Krupicka moved, Damon seconded to approve the Omnibus Consent Agenda. Motion carried unanimously.

D. Reports

1. Treasurer's Report – backup in packet.

E. Unfinished Business - none

F. New Business

1. Request to Purchase Canvas Tote Bags to Sell – Birmingham reviewed her proposal which was in the packet. We have sold 15 tote bags since we started circulating them. We had a very limited supply and now are almost out. Circulation has kept a list of people who wish to purchase bags so we can contact them when the bags arrive. Megaridis moved, Krupicka seconded to approve the request to purchase 100 more canvas tote bags to sell at a total cost of \$839.00. Ayes: Akhras, Damon, Frawley, Krupicka, Megaridis, Ruscitti, Suriano. Nays: none. Abstain: none. Absent: none. Motion carried unanimously.

2. Participation in Community Philanthropic Efforts – At the last meeting, the Board discussed supporting the philanthropic efforts of other organizations in the community and they directed Bukovac to prepare a proposal. The Board discussed Bukovac's proposal tonight. Bukovac noted that the library and the Foundation and Friends have been supported at times by other organizations. By supporting the philanthropic efforts of organizations in our district, the Foundation and Friends would be building goodwill and creating more visibility in the community. Megaridis expressed concern about using money that is donated to the Foundation and Friends to donate to other organizations. She questioned whether that would

be something the public would want us to do. Bukovac said it wasn't her intention that the Foundation and Friends would just give a donation. The money would be used specifically for marketing such as buying an ad. Megaridis said that wasn't spelled out in the proposal. Damon agreed that the money would have to be used for ads and marketing and not just given out as a donation. Krupicka said it would have to clearly be for marketing and only for philanthropic organizations in our district. Akhras said the proposal is a great idea because we would be creating partnerships and visibility for the Foundation and Friends. Suriano said that marketing was the intent of the proposal. It supports our strategic plan with respect to outreach without using tax money. Megaridis was undecided. Discussion will continue at the next meeting.

G. Adjournment

At 7:22 p.m. Damon moved, Frawley seconded to adjourn the meeting. All ayes. Motion carried unanimously.

Crystal Megaridis, Secretary

**Indian Prairie Public Library Foundation and Friends
 Check Detail**

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August through October 2019

Type	Date	Num	Name	Memo	Amount
Aug Oct 19					
Bill Pmt Check	08/06/2019	1279	Award Emblem	Leaf & Stone Engraving	18.35
Bill Pmt Check	08/20/2019	1280	Bank of America	Summer Challenge Winner	100.00
Bill Pmt Check	08/20/2019	1281	Basecamp Web Solutions	Technology Equipment	15.00
Bill Pmt Check	09/04/2019	1282	Adelman, Neil	Lecture Fee	50.00
Bill Pmt Check	09/06/2019	1283	Basecamp Web Solutions	Technology Equipment	15.00
Bill Pmt Check	09/27/2019	1284	Alphagraphics	Fall Bookmarks	106.85
Bill Pmt Check	09/27/2019	1285	Bank of America	Bag Reorder	874.74
Bill Pmt Check	09/27/2019	1286	Thorpe, Carla	Lecture Fee	50.00
Bill Pmt Check	10/16/2019	1287	Award Emblem	Leaf & Stone Engraving	31.75
Bill Pmt Check	10/16/2019	1290*	Basecamp Web Solutions	Technology Equipment	15.00
Bill Pmt Check	10/16/2019	1291	Lazzaretto, Brennan	Lecture Fee	100.00
Bill Pmt Check	10/19/2019	1292	Bank of America	Books, Subscriptions, Reference	31.16
Bill Pmt Check	10/19/2019	1293	Basecamp Web Solutions	Technology Equipment	15.00
Bill Pmt Check	10/19/2019	1294	Blecher, David	Lecture Fee	50.00
Bill Pmt Check	10/19/2019	1295	Potoma, Belinda	Lecture Fee	50.00
Bill Pmt Check	10/19/2019	1296	Walker, Randall D	Lecture Fee/Legends of Sun Records	250.00
Aug Oct 19				Total Checks	1,772.85
Direct Debit	8/29/2019		QuickBooks	Supplies, Check Order	44.98
					1,817.83

*Check nos. 1288 & 1289 were voided due to misprinting

Indian Prairie Public Library
*Foundation &
 Friends*

October 2019 Treasurer's Report

Bank Balances at Community Bank of Willowbrook as of 10/31/2019

Money Market Balances on July 31, 2019 Treasurer's Report	\$30,270.44
<u>Income from August 2019 – October 2019</u>	
Money Market Interest at .10% (Aug & Sept)	5.30
Money Market Interest at .09% (Oct)	2.55
Donations	<u>\$ 3,514.17</u>
<u>Expenses from August 2019 – October 2019</u>	\$ 1,817.83
Money Market Balances as of October 31, 2019	\$31,974.63
Checking	<u>38.03</u>
TOTAL	\$32,012.66

Bank Balances at Synchrony Bank as of 10/31/2019

CD Balances on July 31, 2019 Treasurer's Report	\$67,120.60
CD Interest at 2.469% APY	168.28
CD Interest at 2.664% APY	<u>270.68</u>
TOTAL	\$67,559.56

TOTAL BALANCE BANK ACCOUNTS AND CDS **\$99,572.22**

Indian Prairie Public Library Foundation and Friends
Donors
August through October 2019

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Anonymous	2,449.17
Fiolka, JoAnn	250.00
Formento, John W.	100.00
Kuldaneck, Anne	150.00
Lawrence, Elizabeth	50.00
Schaer, Caryl R	250.00
Tracy, C.J.	25.00
Troc, Jonathan	15.00
Wagner, Kari L.	50.00
Weidner, Kathy	150.00
Wozny, Laura	25.00
TOTAL	<u><u>3,514.17</u></u>

Marketing the Foundation & Friends

There are several good reasons to promote the Foundation & Friends (foundation) including to increase awareness of the foundation, promotions of the foundation also promote the library, and the potential for donations as a result. Our current marketing efforts consist of:

The foundation has a page in the newsletter.

We direct people to the foundation website from the library website.

We send out a foundation enews to donors.

Whenever we promote a service or program that is funded by the foundation we state that information in the promotion.

The foundation is listed in summer challenge materials as a sponsor.

Beyond these efforts there are limited opportunities for promotion of the foundation in our communities. One idea to create more exposure is for the foundation to be a sponsor of community events or purchase ads in handbooks, ad books, etc. that are put out by organizations. If the board members are interested in exploring this idea I can investigate avenues of promotion and relative costs for further discussion.