



Meeting Minutes

March 9, 2015

In Attendance: Bobbie Ostfeld, Diana Silveira, Elisabeth Rosen, Tena Kuftinec, Sandy Carr, Sharon Sandoval, Gene Coppola

Absent: Courtney O'Connell

Action Required:

1. Guest speaker, Thom Panos, from Raymond James, discussed investment and risk free strategies.
2. Tena made a motion to accept February's minutes. Diana seconded the motion and it was approved.
3. Sharon suggested giving Cecile \$50.00 to purchase coffee for the volunteers. Bobbie made a motion, seconded by Diana and the motion passed.
4. Sharon distributed copies of the Friends' financial statement from 2014 completed by the accountant.
5. Sharon informed us that a credit card system from TSYS will be available now and that a training session will take place. Gene suggested that we video the session for further training.
6. Sharon explained the use of Quick Book Premier, accounting and financial software which she would like to use. The cost is \$99.00. Diana made a motion to give the money. It was seconded by Tena and it passed.
7. New reimbursement forms have been created.
8. Sharon made a motion that we discontinue requiring Literacy and the Library to keep track of the number of copies that they make. It was seconded by Bobbie and passed.
9. Diana made a motion to approve the treasurer's report. It was seconded by Tena and the report was approved.

Director's Report: There was nothing to report for old business, but new business had an agenda.

1. Gene wants to promote advocacy in the legislature so that issues will be known and understood.
2. Jeanette Malouf requested from the Palm Harbor Civics Club that the Friends purchase and the library distribute free copies of the Constitution to the public. We will discuss this matter in the future.
3. Gene asked for \$500.00 for the annual Adult Summer Reading Program. Friends requested approval of motion providing this program acknowledges the Friends as the sponsor. Diana made a motion. It was seconded by Bobbie and the motion was approved.

4. Gene asked for \$349.00 For the Diego Riviera Traveling Art Exhibit for one week during Hispanic Heritage month (mid-Sept thru mid-Oct.). Diana made a motion which was seconded by Tena and the motion was approved.
5. Gene requested \$280.00 for two staff members to attend the annual FLA Conference since Jessica and Sama are presenting. Tena made a motion which was seconded by Sharon and the motion passed.

Old Business: The Lending Library sign is completed.

New Business:

1. Courtney is doing leaf mapping (identifying locations of donors on the "Giving Tree" in the lobby).
2. Elisabeth requested changing our meeting dates to the 3rd Monday of the month. Tena made a motion, followed by Diana and the motion was passed. This will begin April 20th.

Committee Reports:

1. Fundraising- None
2. Membership- Tena is working on membership list.
3. Communications- Diana informed us that she is actively showing activities of the Friends on Facebook.
4. Programming- Cecile will be the chair for this committee. (A new Board of Directors list will be developed.) The Literary Celebration will be held on September 27, 2015. The Friends in collaboration with the East Lake Library Friends will offer tickets to the Francis Wilson Playhouse in January to see a Neil Simon play.

The meeting was adjourned at 8:00.

Respectfully submitted by Bobbie Ostfeld