**Friends of the Crystal Lake Library**

**Meeting Agenda**

**March 25, 2019**

# Members in Attendance

### Mike Lorenz

### Stacey Lorenz

### Karen Migaldi

### Nick Kanellopoulos

### Susan Kanellopoulos

### Bill Weller

# Members Absent

### Holly Hawes

### Claudine Kerber

# Call to Order

# Old Minute Approval

Approved

# Officer Reports

## President: Received two other memberships recently.

## VP

## Treasurer: Got tax approval. Notice to pay taxes.

## Secretary

# Committee Reports – *no formal committees yet due to size of group.*

## Publicity/Membership Committee: Put signs up in addition to flyers. At Expo gave membership forms to people who seemed interested. Stickers. 4/20 at the bunny bash to hand out stickers and info. (T-shirts to wear, ...) Presence and adult event. Can library staff handout info at adult events/story times? Yes. Social media? Call out for specific acts for people to fulfill. (Twitter. Instagram. Facebook. Snapchat.) Old Facebook still in existence. Bill to clean up new one and eliminate/reroute old. Library could repost Friends. Have sign-up sheet to join. (Stacey to do.) (Pass sign-up sheet before events.) Ask for e-mail to join. Have outside room after children events. Scroll announcement. (Karen to do.) Focus on advertising at events. (Pictures at Bunny Bash.)

## T-Shirts: $15. Amazon Merch, for example. Upload for free. Get kick back if someone orders. (Mike to do.)

## Merchandise: Have something and say if sign up now, you get merchandise. Mug? Window cling. Limit per item cost? ($2 or $3 each.) Order 25. Have for Bunny Bash. (Stacey to do.)

## Fundraising Committee: Claudine set up Georgios fundraiser 4/21 to 4/27. Claudine to confirm. Frozen pizza fundraiser. Need flyer to turn in to Georgios. (Georgios to make.) PDF to post on Facebook, repost, … Need 4 months to do foot race. (August?) Need more people. (That should be our focus.)

# Old Business/Unfinished Business

## Articles of Incorporation

## Insurance expense from old group: As far as Nick knows, it is done.

## Policies/Forms to be created:

### Board must approve finances over $50

### Reimbursement form. (Holly to do.)

### Donation/membership form finalize (for tax purposes). (Holly to do.)

### Group App. Remind

# New Business

## Bylaws and elections in May: Need a plan. Elected board to modify bylaws.

## Beacon copy due 3/27: The Friends is looking for … (Social media expert.) Mike to draft.

# Next Meeting Date – April 22, 2019 (Reminder e-mail a week before. With agenda and minutes.)

# Adjournment