



Tolland Public Library Foundation, Inc.

Meeting of the Board of Directors

Agenda - May 10, 2010

1. Call to Order- May 10, 2010, 7:30 PM at Tolland Public Library Program Room

2. Attendance (✓ = present; T = present by telephone)

Phil Bognar	Barbara Butler	Linda Byam	Betty-Lou Griffin	Christine Hutton
Mary Jo Leahy	Perne Maynard	Heather Ricker-Gilbert		Eric Weiss
Committee members: Kate Farrish				

3. Review/Approval of Minutes – April 12, 2010.

4. Reports of Officers

A. President –

- No items to report

B. Treasurer-

- Current balances:
 - TPLF Main Operations = \$ _____
 - TPLF Book and Materials = \$ _____
 - TPLF LT Endowment = \$ _____
 - Schwab Endowment account = \$ _____ (Copy of monthly statement provided)
- Recent donation income and Foundation Expense report
- Status on IRS 990 EZ filing
- Annual review (July) of our financial records by the town's financial officer and the Council

6. Committee Reports -

- Library Director –

Progress on plans to use funds from the Eaton /King Endowment for on-line reference tools:
Ancestry Library Edition, NoveList Plus, Consumer Reports Online, Credo Reference

Progress on condition of program room carpet and plastic feet for chairs to prevent carpet damage.
Any other updates for the Foundation on planned library needs and activities.

- Eaton/King Gift Recognition Activity Committee: Heather, Chair; Mary Jo, Betty-Lou, Kate
 - o Updates to the Eaton gift recognition activities plan and budget for June 19th.
 - o Review / approve final invitation list, content and format of the invitations.
 - o Review “Events of the Day” and timeline
 - o Progress on Proclamations
 - o Options for speaker(s)
 - o Coordination with the Arts Center and catering firm.
 - o Perne plans to produce a DVD for the family with Eaton / Dimock / King family history
 - o Quote on recognition plaque
 - o The family would like a presentation by Apex when they are here in June.
 - o Other topics related to this activity
- Public Awareness Committee: Betty-Lou, Chair; Kate, Heather
 - o Plans for communication relating to recognition celebration
- Finance Committee – Phil, Eric, Linda – We plan to schedule time to organize board records including the RPF responses using our file cabinet.



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7. Items for review, discussion and action by the Board

- Signing of our revised Investment and Spending Policy documents approved at 4-12-2010 meeting.
- Any other new items

8. Announcements-

Our **next regular meeting** - 6/14/10 at **7:30 PM** in the Library program room

Agenda-

- Final preparations for our Recognition / Celebration Activities
- Committee reports on progress for our other activities

9. Adjournment – goal before 9:30 PM