

Western Philatelic Library – Minutes of BOD Meeting - September 24, 2008

Attendees:

Akthem Al-Manaseer; Tim Burgess; Richard Clever; Gil Goodrich; Clyde Homen; Ed Jarvis; Stuart Leven; Ed Laveroni; David McNamee; Jim Sauer; Jo Skinner; Roger Skinner; Mary Ann Stanfield; Roy Teixeira

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Meeting called to order 5:02p.m.

Minutes from August 27th meeting

Minutes corrected, approved and ready for website posting.

Reports/Correspondence

Treasurer's report

- Jo distributed budget and answered some questions. Jo confirmed that proper name for our group is Friends of the Western Philatelic Library.
- Stuart is working on filing the papers to register WPL with the Calif. Secretary of State.

Committees

By-Laws

- Tim finished the draft of the by-laws. Ed Jarvis made a motion for Roger to send us the copy of the by-laws that the BOD members think is in effect; seconded by Jim Sauer; all in favor; motion passed with one dissent from Tim. Tim made a motion to receive copy of by-laws from Roger by next week; seconded by Jim, approved by BOD.
- We will compare the two sets of by-laws and discuss at the next BOD meeting on 10/22/08. Please send your comments to the BOD before the 10/22 BOD meeting.
- We will have an election based on existing by-laws that Roger will produce.
- Question came up regarding number of BOD members; by-laws can be revised after the election.

Database

Bill Dwyer (unable to attend this meeting) is still researching databases. He is looking at the Library World software and will give an update at the next BOD meeting on 10/22.

Volunteers

- Roy offered to provide group with a list of volunteer opportunities.
- Currently, twelve people volunteer at the library on a regular basis.
- We now have a Volunteer committee: Tim Burgess, Ed Jarvis and Mary Ann Stanfield.
- We use timecards for volunteer work.

Volunteers (cont'd)

- All volunteers need to be fingerprinted to work in the library according to Roger.

Addresses/Returned BayPhils

- We are still receiving returned BayPhil mail. Richard will show a list to Roger. Clyde suggested we ask the post office to use address service corrected (there is a charge for this service).
- Richard follows up with addressee on returned newsletters if there is a phone number.
- Stuart suggested we back up the mailing list on the database.

Election

- We need the old by-laws in order to hold an election in the Nov/Dec timeframe at a BOD meeting. Do the existing by-laws state that we can do an election by email?

Donations

- Someone suggested we acknowledge the donors name only on BayPhil and not what was donated.
- Donors sometimes do not list and price what they donate. We do a list but not a valuation; all donors receive thank you notes from WPL. If the donor gives cash, we can specify that in the thank you letter. Stuart volunteered to help with the donation process.

Auction

- Roger asked Jim if we could hold the auction at the Filatelic Fiesta the last week in January 2009. Jim to get committee approval.

Meeting Minutes

- Mary Ann agreed to produce meeting minutes in time for Stuart to develop his meeting agenda.

Misc.

- Tim will contact the Attorney General's office to find out why WPL is listed as "pending status".
- Stuart suggested we start thinking about 2009 budget at the next meeting on 10/22.
- Jo will distribute a proposed budget at the next meeting on 10/22.

Next meeting will be 10/22 at 5p.

Ed J. asked for a vote of thanks to Mary Ann for doing the minutes.

Meeting ended 6:13p.m.