

**Friends of the Western Philatelic Library
Board of Directors Meeting
Saturday, June 16, 2018**

1. Meeting Called to Order: The meeting was called to order at 10:25 am by **Board Chair Stu Leven** at the **Western Philatelic Library, 3004 Spring Street, Redwood City CA 94063.**

Roll Call found **5 Officers and Directors** present (constituting a quorum):
Richard Clever, Stuart Leven, Nestor Nunez, Roger Skinner, and Roy Teixeira.

Regrets for Absence: Ed Jarvis.

Guests: Bob Gordon (*Bay Phil* Editor) and Wally Jolliff.

Recording Secretary: Russ Samuels

2. Minutes of Previous Board Meeting of April 7, 2017: The **Minutes** were approved unanimously on a motion by **Roy Teixeira**, seconded by **Nestor Nunez**.

3. Treasurer's Report: **Nestor Nunez** presented the **Financial Statements** distributed to members of the **BOD**. An exemption request has been filed for **Property Tax** which reduces the valuation by 97%. The **Library** should be eligible for about a \$25,000 refund of **Property Taxes**. Nestor also mentioned that the sellers of the **Library Building** want to be repaid within 18 months (beginning of 2020). A replacement mortgage or large donations will be necessary. **Roger Skinner** moved to accept the **Treasurer's Report**, seconded by **Roy Teixeira**, and passed unanimously.

4. Funds and Fundraising: No report.

5. Library Operations Report: **Roger Skinner** said there is no news regarding the bound journal sales, but **WESTPEX** resulted in \$2,800 in sales for the **Library**. **Stu Leven** reported that cataloging of the catalog section is moving along.. **Roger Skinner** continues to need help for day to day operations.

6. Publicity and the Bay Phil: **Editor Bob Gordon** offered his thanks to several individuals who assisted him in getting out the last issue of the *Bay Phil*. **Nestor Nunez** suggested making a list of volunteer tasks to be printed in the next issue. An application for membership in the **WPL** also needs to be included in future *Bay Phil* issues. **Wally Jolliff** requested some copies of the *Bay Phil* to give away at the **Sequoia Stamp Club** to encourage membership in the **Library**.

7. County Welfare Exemption of Property Tax: Covered in the Treasurer's Report.

8. WPL Operating Instructions, Corporation Documents, Additions and Updates: **Nestor Nunez** said that he has written to the **California Department of Justice** regarding the **FWPL's** filing with the **Registry of Charitable Trusts**. A submission of Form 990 must be made every year. Filings with the **Internal Revenue Service** and **Franchise Tax Board** already have been regularized.

9. Website Update: Webmaster **Dave Moore** was not present, however the **Website** has been updated.

10. eBay Sales and FWPL PayPal Account: **Stu Leven** puts on 10 to 20 lots each month and sell 10% to 20% of them. **Jerry Mix**, who also puts items on **eBay**, returns from vacation this week.

11. Membership and Mailing: **Richard Clever** said that there has been no change since the last report.

12. Fence and Gate Repairs: No Report, but **Roy Teixeira** mentioned that he is waiting for another estimate on the replacement of fences behind the Library.

13. Nominating Committee for 2018 Election of Officers: **Roy Teixeira** said he has spoken with **Bob Gordon** about including an item in the next *Bay Phil* regarding the election. So far, there are three new candidates for **Directors:** **Wally Jolliff**, **Anatoly Chlenov**, and **John Corwin**.

14. Safety Committee Report: **Roger Skinner** has been waiting for a quote from the **Non-profit Insurance Coop**. Meanwhile, coverage under the Fire and Liability Insurance Policy currently held by the **Library** has lapsed. **Stu Leven** moved, seconded by **Roy Teixeira** that the old policy be renewed immediately, passed unanimously.

15. Next Board of Director's Meeting: **Saturday August 11, 2018 at 10:30 am.**

Adjournment: **Stu Leven** moved for adjournment, seconded by **Roy Teixeira**. Motion carried and meeting adjourned at 11:55 am.

Respectfully submitted,

Russ Samuels
Recording Secretary

Attest by Board Secretary
(after approval at next meeting)