

**Friends of the Western Philatelic Library
Board of Directors Meeting
Saturday, January 12, 2019**

1. Meeting Called to Order: The meeting was called to order at 10:23 am (early start agreed to by all Directors present) by **Board Chair Stu Leven** at the **Western Philatelic Library, 3004 Spring Street, Redwood City CA 94063.**

Roll Call found **4 Officers and Directors** present:

Stuart Leven, Roger Skinner, Roy Teixeira, and Ed Jarvis.

Regrets for absence: **Richard Clever and Nestor Nunez.**

Guests: **Bob Gordon (Bay Phil Editor), Jerry Mix, David McNamee, Steve Tedesco, and Judy Jarvis.**

Recording Secretary: **Russ Samuels**

2. Minutes of Previous Board Meeting of November 10, 2018: The **Minutes** were approved unanimously on a motion by **Ed Jarvis**, seconded by **Roy Teixeira.**

3. Treasurer's Report: **Nestor Nunez** was unable to attend the meeting, but sent an Excel spreadsheet to members of the **BOD** detailing the income and expenditures for 2018. Nestor noted that he needed to "take care of a few other matters to close the WPL's accounting year." **Ed Jarvis** commented that he thinks Nestor is "doing a tremendous job", but wants him to let the **BOD** know how much money is available for operations in each Report in a **Profit and Loss Statement.** He also asked for an appraisal of the value of the Library Property. **Stu Leven** said there will be a further review at the next **BOD** Meeting.

4. Funds and Fundraising: **Stu Leven** mentioned that he had made his yearly donation. **Roger Skinner** mentioned receiving a proposal for fundraising from an outside source. He suggested that a one-page explanation of what the Library does might help fundraising.

5. Library Operations Report: **Roger Skinner** said that the sign-out sheet is still active, but not extremely busy. **Stu** said the Library had received a large donation of books from Mr. Z's Stamps. This included Coin Books in two cartons which will be passed on to the **Vallejo Numismatic Society.** **Ed Jarvis** offered to take these on their behalf today.

6. Publicity and the Bay Phil: **Editor Bob Gordon** noted that the December issue is due out later this month and will feature Safety and Lighting Improvements for the Library. He also said that **Robert Pope** will supply a full page ad and a press release for **WESTPEX** for this issue. The **Open House** will be held on **Saturday April 13, 2019** starting at 10:00 am with an **Auction** at 11:00 am. The listing of Auction Items will appear on the **Website** beginning on **Sunday March 17th.** The Open House will also feature a Book Sale as well as free Literature and Accessories. **Ed Jarvis** mentioned that he and **Judy** will sponsor coffee, tea, and cookies for the event.

7. County Welfare Exemption of Property Tax: No report due to Treasurer's absence.

8. WPL Operating Instructions, Corporation Documents, Additions and Updates:
No report due to Treasurer's absence.

9. Website Update: No report as **Webmaster Dave Moore** was not present, but **Roy Teixeira** will contact him regarding the placement of the announcement of the **Open House** on the first page with a link to the Auction Listings.

10. eBay Sales and FWPL PayPal Account: **Jerry Mix** said that **eBay Sales** for the Library will be starting again this weekend with 15 lots. **Stu Leven** turned in a check \$211 for items he has sold on behalf of the Library. There is currently \$1,363.10 in the PayPal account. **Ed Jarvis** asked if there is a way to link the PayPal account directly to the FWPL bank account. **Roger Skinner** thinks there should be a separate PayPal donation account with a “Donate Now” button. This was tabled until **Treasurer Nestor Nunez** can be present at the next meeting.

11. Membership and Mailing: In **Richard Clever’s** absence **Roy Teixeira** reported that there are still currently 230 members, with 10 overseas.

12. Fence and Gate Repairs: **Ed Jarvis** announced that he has secured funding for this project and it will hopefully be finished before the **Open House** in March. The cost will be \$3,625.

13. Safety Committee Report: **Ed Jarvis** said that smoke detectors need to be installed and that a few electrical issues remain. One of **Dave Moore’s** shelving units under the deck in the back of the Library is now in place with the other to follow shortly.

14. New President of the FWPL: **Stu Leven** reiterated his wish to resign his position as **President** in 2019, but said he would like to remain on the **BOD**. **Ed Jarvis** moved to thank **Stu** for his many years of service to the Library, seconded by **Roger Skinner** and passed unanimously.

15. P.O. Box Notice **Roy Teixeira** mentioned that he will pay for this year’s PO Box rent (\$166) as a donation to the Library.

16. Next Board of Director’s Meeting: Saturday March 16, 2019 at 10:30 am.

Adjournment: Without objection **Board Chair Stu Leven** adjourned the meeting at 11:02 am.

Respectfully submitted,

Russ Samuels,
Recording Secretary

Attest by Board Secretary (after approval at next meeting)