SUN PRAIRIE PUBLIC LIBRARY FOUNDATION
BOARD OF DIRECTORS MEETING
4:00 P.M., Tuesday, February 12, 2002

Present: Alice Hensen, Tom Diener, Jeanie Farmer, Pat Wende, Sharon Zindars, Sharon Meier

Absent: Terry McIlroy, Mike Allen

The meeting for the Sun Prairie Public Library Foundation Board of Directors was called to order at 4:05 P.M. in the library Conference Room by board president Alice Hensen.

1. MEETING MINUTES

The minutes from the January 29, 2002 annual meeting were reviewed. Alice Hensen noted that the wording for number VI, Consideration of Other Matters, sentence one should be corrected to read, "annual minutes," rather than "annual report." MOTION: Jeanie Farmer made a motion to accept the minutes as corrected. The motion was seconded. A vote was taken and the motion was passed unanimously.

2. APPROVAL OF BYLAWS

Alice Hensen noted that there was no need to approve the bylaws at this time. The board should follow the suggestions presented at the annual meeting in the nominating committee's report.

3. APPOINTMENT OF NEW MEMBERS

Tom Diener explained that the candidate he had mentioned at the annual meeting would not be available for the opening on the board caused by the resignation of James Drogue. A discussion followed and several possible names were mentioned. Jeanie Farmer will contact one of the names mentioned to see if he might be interested in the position.

4. GIFT ACCEPTANCE POLICY

A new copy of the composite gift acceptance policy presented at the annual meeting was e-mailed to Tom Diener and Sharon Zindars by Mike Allen. This policy contained several notes from Mike concerning sections of the policy. The draft was reviewed by the board. A lengthy discussion followed. Subjects included in this discussion were: credit card gifts, gifts of personal property, gifts of real estate, and gifts in kind. It was agreed that credit card gifts should be an option. Alice Hensen will look into this procedure. The final decision was that board members should take the policy draft home and another discussion will be held at the March meeting.

OTHER MATTERS

Alice Hensen asked about the standing of the Memo of Understanding. Sharon Zindars reported that the memo had been signed by the City and that the City had included in the resolution acknowledgment of their responsibility for funding.

Sharon Zindars reported that the Piano Project had been completed and the new piano should be delivered February 29th. The piano teachers were planning to have some type of publicity for the occasion. A public presentation will be held later. A discussion followed concerning the foundation going public. It is hoped that this might be included in coordination with the Piano Project public presentation if the gift acceptances policy has been completed by that time.

The board scheduled it's next meeting for Tuesday, March 12, 2002 at 4:00 P.M. The meeting will take place in the downstairs conference room at the Cornerstone Building.

MOTION: Tom Diener made a motion to adjourn the meeting. The motion was seconded by Pat Wende. A vote was taken and the motion was accepted unanimously.

The meeting was adjourned at 4:55 P.M.

Respectfully submitted by Sharon Meier