

**Fremont County Library Foundation**  
**MINUTES**  
**Regular Meeting, November 16, 2023**

**Members in Attendance:** Cody Beers, Michele Burdick, Jane Lynn,

**Guests in Attendance:** Teri-Anne Moore (TAM) Kathy Cunningham

**Fremont County Library Representatives:** Anita Marple

**A. Call to Order:** Cody Beers called the meeting to order at the Lander Library

**B. Introduction of Guests:** TAM from Clifford Moore Accounting and Kathy Cunningham, a prospective candidate for the FCLF Board were introduced

**C. Board/Library Roundtable:** Kathy Cunningham gave a brief background of her experience which included being a literacy teacher and once owning Main Street Books in Lander with her daughter. She has a Master's Degree in Literacy and is an avid reader. TAM introduced herself and said that she was present to talk about the status of the Foundation's 501 C-3. Jane just added how much she appreciates TAM. Anita reported on the great retirement party for Shari and that she would need to excuse herself early to go to Riverton on Library business. Michele reported that she and Jane did meet with TAM regarding what she was going to speak about.

**D. Approval of Agenda:** Michele moved and Jane seconded a motion to approve the Agenda. **Motion carried:** 3-0.

**E. Approval of Minutes:** Michele moved and Jane seconded a motion to approve the amended minutes of the September 21, 2023 meeting correcting the location of the November meeting to Lander. **Motion carried:** 3-0.

**F. Treasurer's Report:** Jane explained the new format of the Treasurer's Report in more of a summary format which is easy to understand at a glance. She also included a summary of her meeting with TAM regarding some changes we need to make as an organization to protect our 501 C-3 status per the IRS rules. Michele moved and Cody seconded a motion to accept the Treasurer's Report. **Motion carried:** 3-0.

**G. Old Business:** TAM addressed the Board. She reported that she had e-filed the tax return after it was reviewed. She reported that the Foundation spent more than it made this year. She also reported that the IRS does not count unrealized gains as income. The IRS expects the 501 C-3 foundations to be publically supported and to raise money through the public and the government. Teton County assisted this Foundation by raising some donations so that we could receive state matching funds. We need to raise 1/3 of our income by donations. We can use a 5 year average when reporting to the IRS. Therefore we need to take fund-raising SERIOUSLY. We also need to direct our financial advisor, Jeff Vincent., to work our money more on growth than income producing investments. (Please see TAM's attached handout for more details).

Jane briefly reported on MJ Green and Lander Presents. Their mission is to bring music to Wyoming. Jane is working with their non-profit to possibly have a big fundraiser. Jane will visit with her further and get more information.

Because of the time constraint for Anita, the Library Director Reports were moved up on the agenda

**I. Library Director Reports:** Anita handed out reports. She did say that people are coming to Library Board Meetings with concerns of filtering the internet and books. She explained that the Library is governed by Constitutional Statutes and Policies and Procedures for putting books on the shelves. She said that their complaints do take up lots of time at these meeting and they need to understand that there are policies and procedures that must be followed.

**H. New Business**

**a.** Consideration of new board member, Kathy Cunningham: Michele moved and Jane seconded a motion to accept Kathy Cunningham as a new Foundation Board member. **Motion carried: 3-0**

**b.** Eligibility of board members regarding meetings missed was discussed. The policy was discussed since some members have missed more than 3 consecutive meetings. Michele volunteered to send out a meeting reminder to all board members 2 weeks prior to the next scheduled meeting to see if this would help.

Cody summed up some of the items decided upon:

- Jane and Cody will attend a meeting with LPL (Vincent Financial) on November 28<sup>th</sup>.
- Jane will meet further with MJ Green regarding fundraiser.
- Michele will meet with Katrina regarding the Facebook page, the website and the brochure.

**J. Meeting Schedule:** The next meetings are as follows:

January 18<sup>th</sup> in Dubois at 1:00

March 21<sup>st</sup> in Riverton at 1:00.

Michele will reserve the room at the Dubois Library.

**K. Adjournment:** There being no further business the meeting was adjourned before 3:00.