

**TYLER MEMORIAL LIBRARY CHARLEMONT & HAWLEY, MA
FRIENDS OF THE LIBRARY**

MINUTES

DATE: Friday, January 6, 2023 via ZOOM

ATTENDING: Mary Ellen Banks, Barbara Beall, Kerlin Conyngham, Kim Gabert, Lisa Johnson, Andrea Santos, Kate Stevens (in Absentia - Mary Ann Adams, Cheryl Handsaker)

DISCUSSION ITEMS:

1. Introductions by members
2. Approval of the minutes from the December 2, 2022 meeting
3. Approval of the updated Memorandum of Understanding
4. Review/discussion and revision of the Mission Statement of the Friends of the Tyler Memorial Library
5. Discussion of next topic for proceeding with 501 C3 (bylaws)
6. Discussion of potential programming and activities at the Tyler Memorial Library

ACTIONS PRIOR TO Friday, FEBRUARY 3, 2023 MEETING 3:00PM

1. Please review the REVISED Mission Statement for the Friends of the Tyler Memorial Library (attached).
2. Reading of the Library Tool Kit on Getting Started - PLEASE focus on the section called: Establishment of Bylaws and 501 C3 status. Please also see a SAMPLE bylaws attached for your review (attached).
3. Please think of possible programming/activities at the Tyler Memorial Library during National Library Week April 23-29).

Our future meetings will likely be on ZOOM due to an uptick in Covid cases as well as individuals' travel schedules.

Future first Fridays of the month AT 3:00PM

February 3, 2023, March 3, 2023, April 7, 2023, May 5, 2023, June 2, 2023

Respectfully submitted,

Barbara A. Beall, Facilitator