

Friends of Jacob Edwards Library
March 4, 2024

Members present: Margaret Morrissey, Mary, Beth, Janie, Green, Louise, Andrea, Carolyn, Bernadette, Janet Jenkins, Barbara (via phone), Kathy

Carolyn passed out her letter that will be included in the envelopes for members to continue being a part of the Friends group. She had made several minor changes to the letter from the one that was emailed out to all. Margaret will copy the letter onto our letterhead for distribution.

Book Sale:

Carolyn and Barbara will work together to schedule volunteers. Setup will be on Thursday morning, April 4th with a dozen volunteers from Cornerstone Bank. A schedule was passed around the table so those attending could sign up for specific shifts.

Louise has ordered the lettering for the sign and will have that out and available soon.

Bernadette:

Bernadette had the opportunity to examine the third filing cabinet and found no FOJEL documents in it. The two filing cabinets had records ending in 2007. Question was raised as to where the documents are from 2007 on. Kathy has a folder given to her from the previous secretary and will get them to Bernadette. Bernadette will consolidate all of our records into one filing cabinet.

501C update:

*Original application from 1997 was found and it had been filed by a CPA.

* No documentation of 990 follow up forms were found

* in 2004 Ruth Urell went to a conference concerning required updates.

* Search of IRS site does NOT list us as a non-profit.

*Has anyone seen a letter from the IRS revoking our non-profit status?

*New application

We have EIN, Bylaws and articles of organization (which will need to be updated).

*We need list of officers, NTEE code, 3-5 years of revenues/expenses, balance sheet of assets.

*Next step: We will need to confer with a CPA once we have all the necessary documents and then reapply for this status.

Raffle permit: Louise checked with the Town Clerk's office and there is a 4-page document that needs to be filled out for the raffle permit. The cost is \$20.00. Barbara has the form and will fill it out closer to the time we need the permit. The permit is good for one year.

Half the group stayed downstairs to assemble the membership envelopes; Other half went upstairs to sort books.

FINAL BOOK SORT BEFORE THE SALE WILL TAKE PLACE ON
TUESDAY MARCH 26 AT 2 PM.

Respectfully submitted,

Kathy Van Camp
Secretary