

**Minutes of the Board Meeting
Friends of the J.R. Van Pelt Library
Thursday, September 3rd, 2009**

Present: Deb Charlesworth, Don Durfee, Eloise Haller, Karen Hubbard, Mary Marchaterre, Faith Morrison, Terry Reynolds, Dana Richter, Ellen Seidel, Patricia Van Pelt, Rhianna Williams

Absent: Sue DesRochers, Amy Hughes, Sandy Lewin, Dick Rupley, Dee Vincent

Chairperson Don Durfee called the meeting to order at 4:00 pm.

1) Minutes:

- ❖ The minutes of the April 30th, 2009 meeting were reviewed and approved. Motion by Faith and seconded by Patricia.

2) Treasurer Report (Terry Reynolds)

- ❖ Terry Reynolds presented the latest FVPL Treasurer Report. Account balance is \$18,779.62. The treasurer's report was reviewed and approved. Motion by Dana and seconded by Eloise.
- ❖ Terry reordered 32 blankets since we only had 8 on hand when an order for 12 came in. Sold the 12 and we have 28 left.
- ❖ Book cart sales at ~\$150.
- ❖ Econo Food check for \$537.73 arrived. This money is designated for computers. It is earmarked for the Presentation Technology Group Study Rooms.
- ❖ \$4000 was transferred for various programs to the library during the summer.
 - On the back of the Treasurer Reports was a request for funds from Ellen Seidel to the library's material budget. \$2000 for expanded popular books and \$500 for the Tech Reads program.
 - \$1500 was transferred to the paperback collection.
- ❖ Encumbrances were listed for the Archives Photo Project \$2000, Archives Travel Grant Program \$1500 and Presentation Technology Group Study Rooms \$2500 (correction to paper copy – had it at \$2000). The total for encumbrances is \$6000, so money left to spend is \$12,779.62.
- ❖ It is difficult to do an inventory at this time. Ellen will work with Carol to see if the space can be cleared up (maybe remove the tables stored there, etc.).
- ❖ Oct 24 is "Make a Difference" day and might be a good time to schedule a work bee or clean up the inventory space.
- ❖ NOTE: Terry is retiring in 2 years. We need to find a treasurer that he can train in the next 2 years.

3) Old Business:

A. Book Cart (Karen,Patricia)

- Hard to find good books in the storage space. If you have good books, please label and put on the book cart.
- The labels are in the book storage space and were moved to be more visible.
- July and Aug sales were around \$150, slightly down from previous times.

B. Econo Food Slips (Mary)

- Start of new year, will confirm that we can collect Econo Food slips for all year.
- Mary will send in a note to Tech Today about collecting receipts.

C. Books Sale Philosophy – Book Sale dates are April 8th and April 9th · 2010

- A motion by Karen and seconded by Faith to NOT price books this year for the Book Sale and to create a committee to work on the proposal was approved.
- The committee is comprised of Patricia, Eloise and Deb. Send all information to them to review. They will look at different options for setting up the sale and setting prices by hardback, text books, paperback, etc.

D. Membership fee increase – tabled till next year

- A motion by Deb and seconded by Terry to table the membership fee discussion till next year was approved.

E. Miscellaneous

- Coffee Shelves – Eloise mentioned that maybe we could use the coffee shelves to sell books, postcards or blankets. If done, how the money would be handled, did the coffee shop want to do this, etc. Another suggestion was that maybe we should put up a Friends' display about the blankets and cards and where to purchase them.
- Friends Cards – Isle Royale reordered cards. We need to have someone contact the other places to see if they need more cards to sell.

New Business:

A. Art Label Project (Patricia)

- Patricia worked with LadyBug Digital to create labels for the art work. 4 copies of all labels will be created; 1 directly on the wall and 1 on the back of the art work with 2 in reserve.
- A motion by Karen and seconded by Deb to purchase the labels at about \$145 was approved.
- Patricia will work with Ellen to put the labels on all of the pieces.

B. Setting up a Friends Stores on the MTU techship web site – not discussed

C. Develop Budget – not discussed

- Need to add this item as new business. We should address the spending process and check spending against our shareholders and impact on them.

D. Annual Meeting – was set for Oct 29th Thursday from 4 – 6 pm at the Library

- Speaker - Don will check to see if Ulla Aatsinki will speak – he confirmed on 9/11 that she will give her presentation of her research at our annual meeting. She would like to give a 30 minute presentation with time for discussion and questions. (If this had not happened, Deb would have checked with Nancy Barr to see if she would give the talk.)
- Ellen emailed on 9/10 what space is available for our use for the annual meeting.
- Nominations: Faith will send out list of who is coming up for renewal. Amy was volunteered to take care of setting up committee/find replacements for them.

E. Newsletter (Faith) – send her articles for newsletter

FYI: Spending Requests – List of outstanding funding requests from previous discussions:

- Additional soft seating for area around coffee shop (\$3000)
- Furnish an area for graduate students in 24/7 space W side: carrels, lockers (\$5000)
- Bullfrog file: \$1495
- Professional Development support – estimated that it costs about \$2000 per person per trip.
- Springer E-book 2009. Total cost @\$17,000. We are looking for partial funding.
- Reference collection: \$3000.

The meeting adjourned at 5:10 pm.

The next regular meeting will be **Thursday, October 8th, 2009 at 4:00 pm**

Submitted by Mary Marchaterre, Sunday, September 13th, 2009.