

Friends of the University Libraries, Board Meeting: 2 - 3:30 p.m., Monday, Feb. 4, 2008, 111 East Hall

Present: Regina Buckner, Sharon Carlson, Greg Fitzgerald, Kathleen Garland-Rike, Randle Gedeon, Norman Jung, Thomas Seiler, David Sheldon, Susan Steuer, Beth Timmerman.

Approval of Agenda

The agenda was approved as presented. (Jung/Carlson)

Approval of Minutes of the Jan. 7, 2008 meeting

The minutes were approved with corrections. (Seiler/Jung)

Current/New Business

Welcome/Announcements

Sheldon indicated that he received the first message on the new email address. There was discussion on finding the web site. The book appraisal event is now on the website. Carlson suggested a banner ad for the event. The new issue of *Gatherings* has been mailed.

Treasurer's Report

Buckner reported that \$930 in renewals were received. There are no new memberships. The other activity on the treasurer's report included the scanning project for digitization. It was suggested that there be some mention on the scanning project and recognition of Bettina Meyer in the next *Gatherings*. Carlson indicated that this would also be included in the cataloging information and on introductory pages. Some announcement of the gift in Bettina's honor should be made at the spring meeting. Sheldon will write Bettina a personal note as well.

Review of Publicity Plans for March 13 Event

Sheldon reported that Fritz was unable to make the meeting because of a program he is presenting tonight about his Atlantic voyage. Sheldon reviewed the logistics. He will send information to Thom Myers along with a vita on our guest, Dr. Best. Kathy Gerow is sending fliers to department heads on campus. Joseph Reish will send a letter with invitation to Friends members.

There was a review of the various publicity venues. Fitzgerald noted that Fritz had agreed to contact local libraries. Sheldon will leave fliers at Friendship Village, Bronson Place and the Oshtemo Library. Buckner will contact people at Parkview. Carlson will send information to the genealogical and historical societies and take some information to Bicentennial Books. Garland-Rike will contact the Oshtemo Historical Society. Other venues for publicity included Kazoo Books (both locations) and Lowry's Book Store in Three Rivers

The deadline for advance registration to have books appraised is March 10. The advance registration requires payment by cash or check. We will need to have a cash box for the night of the event. Buckner agreed to take care of this. Sheldon requested that Board members arrive early that evening to help with logistics, such as directing people to the Stewart Clock Tower.. Dr. Best will arrive in Kalamazoo on March 12. Sheldon and Buckner will get the honorarium, which will be \$100. The general talk begins at 7:00. The appraisal portion of the program will begin 30 to 45 minutes later.

Update on Plans for Spring Event

Steuer reported that the exhibit is being delivered on April 8 and she is working with Buckner on the details for mounting it in the atrium. The program will be the second week in April in the Meader Room, but the Friends could meet earlier in the Stewart Clock Tower to conduct business and hold the election. There will be two speakers. One will be a representative of the Spanish government and the majority of the talk about the exhibit and its importance will be given by Pablo Pastrana. We may help them with publicity but the Spanish government will cover the expenses for the event. Steuer is also in contact with the WMU Women's Caucus and planning a poetry reading. Steuer would like to invite the Friends to this event, too.

Nominations Committee and Discussion of By-Law Issues Sheldon

Sheldon distributed current list of members and led a discussion on who should serve on the Nominations Committee. Jung agreed to chair the committee. Timmerman and Seiler will also serve. The charge will be to come up with the president and vice president and two new board members. The two new board members should have three year terms.

Some of the items that need to be revised include: Article II – Membership, 3. We have gone to a calendar year, although our financial year still coincides with Western fiscal year, July 1 – June 30. The other item needing revision is Article V – Officers and Duties. The language needs to be clarified about the library representative, appointed by the Dean of the University Libraries.

There was discussion about ex-officio members, including Barbara Cockrell, Associate Dean of Collections, Laurel Grotzinger, editor of Gatherings, and Mary Anne Sydlik, immediate past-president. The consensus was to copy these individuals on all board mailings and emails but not to include them in the bylaws as additional ex-officio board members. It was also suggested that the bylaws be included on the Friends' website.

Other Business

Road Trips

Carlson indicated Massie is receptive to a field trip to his library. Buckner will get information on the cost of a van. Fritz will get information on admission, parking, and best dates for a trip to the Gerald Ford Museum. Carlson will have forms at the March 13 event to determine the level of interest in the road trips.

Upcoming Meetings

Last minute logistics will be covered at the March 3 meeting. Sheldon noted we will need an updated membership list and somebody to monitor the people and the books at the March 13 event. We will also need a list of people who have pre-registered to have book appraisals conducted.

Gedeon announced that he will coordinate a book packing event on February 16 from 10:00 a.m. to noon.

The meeting adjourned at 3:17 p.m.

The next meeting is March 3 at 2:00 p.m.

The minutes were taken by S. Carlson.