

Minutes of the Friends of the University Libraries Board Meeting, Monday, January 5, 2009, 111 East Hall

Present: Regina Buckner, Kathleen Garland-Rike, Randle Gedeon, Sharon Carlson, Warren Fritz, Norman Jung, David Sheldon, Susan Steuer, Beth Timmerman, Joyce Zastrow.

Welcome/Announcements

Garland-Rike called the meeting to order at 2:04.

Approval of Agenda

The agenda was approved with amendments. (Jung/Fritz)

Approval of Minutes

The minutes were approved as presented. (Zastrow/Fritz)

New Business

Treasurer's Report

Buckner provided an oral report. There is an additional \$70 that came in for membership renewals. There will be more because the mailing went out December 17. There were no other expenditures. Several people indicated they had not yet received the end of the year renewal notice. Buckner thought that possibly the board was excluded from the mailing. Buckner will ask to whom they were sent and follow up. Garland-Rike has been in touch with Gerow about letters for retiring members. She will also get an updated membership list so the Nominations Committee can get started. Garland-Rike has also considered putting together a timeline, not necessarily a manual, of what gets done and when it needs to get done.

Committee Reports

Website – Michael Whang will be invited to the next meeting to discuss the Banner Ad, Fliers, and Calendar. The consensus is that we need more visibility on the Friends website.

Nominations – Sheldon indicated that the committee needs an updated membership list. Carlson asked for suggestions. Timmerman suggested the name of a student. There is a student rate of \$5.00. Buckner reported that Gerow sent out renewal notices on December 17. She has been watching for those indicating an interest in board membership. So far, she has not seen any returns indicating an interest in serving on the board.

Staff Awards – Gedeon reported that there is nothing new to report.

Kalamazoo Book Arts Field Trip – Steuer has been planning the trip with Jeff Abshear. The options for the visit are for Wednesdays and Fridays in February. The date of Wednesday, February 25 was determined as the date. The event will include a tour and some hands-on

activities. Because of the space constraints and need to have adequate supplies, reservations will be required. It was also suggested that we charge a nominal fee to off-set the cost of refreshments and the materials. It was suggested that \$5.00 would be an appropriate fee. It was also suggested that it be promoted through the University Libraries to all staff and student staff. Fritz will coordinate the refreshments and get 4 dozen cookies, napkins, plates, cups, and some hot and cold drinks.

Old Business

Spring Event – Antique Books Road Show

Carlson will get in touch with Tiller and finalize details. Some of the questions that came up included the following: Do we do issue tickets for people who just want to watch? At what point do we cut off people? I assume we are responsible for selling the “tickets”? Do we limit the number of items that a person may bring? What is the time frame? How many people can they get in during that time? Do they have a form that people use? It was suggested that we have rsvp's to facilitate parking and refreshments. It is a Symphony night so we would want to conclude well before the pre-concert lecture. Do they provide written information or is it just verbal? It was suggested that we have some type of hand-out on the value of books.

Trip to Gerald Ford Museum in Grand Rapids

Fritz talked to Elaine Didier just before Christmas. The miniature White House display will have a kick-off speaker, Betty Monkman, on January 30, although many were not enthusiastic about planning an evening trip to Grand Rapids in the winter. We might want to consider some other dates, weather permitting, through May 23 when the exhibit ends. Maybe we could look at some dates in April or May. Depending on the date we select, Elaine Didier may be available to meet with the Friends. It was suggested that we identify some tentative dates next month.

The meeting adjourned at 3:03.

The next meeting will be February 2.