

Friends of the University Libraries, Board Meeting, Monday, February 2, 2009

Present: Regina Buckner, Sharon Carlson, Greg Fitzgerald, Kathleen Garland-Rike, Randle Gedeon, David Sheldon, Susan Steuer, Beth Timmerman, Joyce Zastrow.

Welcome/Announcements

Garland-Rike called the meeting to order at 2:08 and welcomed everybody.

Approval of Agenda

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

Approval of Minutes

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

New Business

Treasurer's Report

Buckner provided an oral report. There have been no changes or activity since last time. We have not received any additional checks from Gerow's mailing in December. There was discussion on whether there should be a second mailing.

Committee Reports

Nominating – Garland-Rike has the list which includes 163 members. Everybody reviewed the list and identified contacts. Sheldon will take a look at the list and discuss it with Carlson.

Staff Awards - Fitzgerald provided an update on the Library Staff Development Fund. He brought a draft of the revised guidelines. He noted that he needs to add webinar and guest speakers to supported activities. He reviewed the highlighted areas and how they had changed since the December discussion. There was a motion to approve the revised policy. It was approved unanimously. (Sheldon/Carlson)

Writing for Gatherings

Garland-Rike will talk to Grotzinger and ask her if she would like a liaison.

Kalamazoo Book Arts Field Trip

Steuer has made arrangements. The publicity is underway with several promotional activities. Garland-Rike talked to Gerow about having an r.s.v.p. She opted to leave it off because we do not expect to exceed the maximum number allowed (40). Several people took fliers for distribution. Buckner will get a check ready to take that evening for the Kalamazoo Book Arts Center. There was a discussion on who would handle incoming people and collect cash. Buckner indicated we could have a cash box. There was discussion on how to get information on names. Buckner suggested a guest **register**.

She will get one for this and subsequent events. It was suggested that Gerow send invitations to people who attended last year.

Banner Ad, Event Flyers and Calendar

Michael Whang was not able to attend the meeting. Timmerman will invite him to the next meeting and send him a timely reminder near the date.

Old Business

Spring Event – Antique Books Road Show

Carlson reported that she talked to Jean Chapman who handles publicity for Kazoo Books event. Chapman contacted various radio stations, the *Gazette*, and Kalamazoo Institute of Arts. Carlson will provide promotional information to her. Carlson will contact Tiller to determine the time and how to handle crowds or requests for multiple appraisals. She will contact Gerow about extending invitations to those who attended last year and are not members of the Friends. It was suggested that promotional materials recommend rsvp's to facilitate parking and refreshments.

Trip to Gerald Ford Museum in Grand Rapids

Buckner saw the White House exhibit and was very impressed. The exhibit was very impressive. Garland-Rike will talk to Fritz about the trip. It was suggested that we ask Elaine Didier when she will be in Grand Rapids and arrange a date when she will be there, so we can promote this field trip at upcoming Friends events.

Other Business

Promotion

Timmerman provided information about how the Kalamazoo Public Library Local History Room promotes activities by registering and posting their events on the website calendars maintained by various media, civic, and arts groups. Garland-Rike will pursue this.

The meeting adjourned at 3:10.

The next meeting is March 2.