Friends of the University Libraries, Western Michigan University
Minutes
December 6, 2010

Present: Dunn, Fitzgerald, Gedeon, Houghton, Sheldon, Smith, Steuer, Timmerman

Meeting was called to order at 2:09

Agenda was approved (Houghton/Sheldon)

Minutes were approved (Fitzgerald/Dunn)

New Business

The board welcomed its new student member, Annee Dunn.

Treasurer’s Report

Smith distributed a printed report. He reported that the only activity since last month was the receipt of $442.38 from Better World Books. The balance as of December 6, 2010 was $17,618.10.

Website

Fitzgerald reported that the website is up to date with the exception of the addition of Annee Dunn to the list of board members and the posting of photos from the Ford Museum trip. Fitzgerald suggested that a gallery of photos from numerous Friends events would be better than trying to highlight each event individually. He also suggested that the photo of the Friends board that currently appears on the website is quite out of date. It was agreed that a new photo should be taken and this was tentatively scheduled for the February meeting. Fitzgerald will speak to Michael Whang about taking the photo and the proposed photo gallery.

Events/PR - Steuer

Banner – Garland-Rike was not able to attend the meeting but she notified Steuer that the banner was ready and could be used for the Finals Finish event.

Archives Behind the Scenes Tour – The date is set for January 20, 3:30 pm. A poster was presented for review by the board. Minor changes were suggested. An RSVP date was set for January 14. Houghton will speak to Sharon Carlson and determine if volunteers will be needed for the event. Timmerman and Dunn volunteered.

Faculty talk, Ken Steuer – Date set for March 31, 4:00 in the Meader Room. Information for a flyer will be available by the January meeting.
KPL/WMU Friends Annual Meeting – Sheldon reported that the KPL Friends would like to meet with representatives of the FUL to discuss plans for the joint annual meeting. January 4, 10:00 AM was selected for that meeting. Steuer, Houghton and Sheldon will attend. A tentative date of May 7 was chosen for the annual meeting. The KPL Friends suggested a brunch. The location is still to be determined. The Bernhard Center and the Fetzer Center are being considered.

Finals Finish – December 12 and 13. Smith, Dunn and Steuer volunteered to represent the Friends and help pass out refreshments to students.

- Amendment to minutes - Regina noted that “Finals Finish” is exclusive to the Spring, so winter finals activities should not use that title

Proposed “template” for future planning –

Plan for four events annually: two in fall (September-early November) and two in spring (February-May)

The four events should generally include:

- Annual meeting (April or May)
- Faculty Presentation
- Behind the Scenes (at one of the library facilities, may be limited to members due to space concerns)
- Fundraiser or visiting speaker

Possible goal of one or two events in cooperation with KPL

Awards

Steuer reported that two students were chosen to receive scholarships through the LSAB/Friends scholarship program. The scholarship winners for the Spring 2011 award are Jessica Beach in Science Reference and David McNish in Stacks. They will each receive a $500 scholarship for the Spring 2011 semester. The Scholarship Reception will be held on Wednesday, December 8th from 3-4 p.m. in the Meader Room.

Old Business

New Membership Recruitment/LSAB

Steuer met with the LSAB board and expressed the desire to see more staff involvement with the Friends through recruitment into the organization and through suggestions from staff of what they would like to see the Friends providing for library staff. The LSAB board was receptive and will discuss and follow up at a later date.

Archives update
Houghton reported that a location for a new archives building is continuing to be discussed. The townhall meeting regarding the future of the Archives has been rescheduled for a date in January. An email will go out to the Friends with more details as they are known.

**Fundraising**

Steuer reported that a new development director is in place and that plans may go forward on a fundraising event involving the archives. More information to come at future meetings.

**Other Business**

**Outreach to Portage Friends**

Steuer suggested that the Friends expand their outreach to include the Friends of Portage District Library. Dunn is a member of the board at Portage and will make contact with the Friends board on behalf of the FUL.

The next meeting is January 10, 2011.

Adjourned at 2:55.

Beth Timmerman
Secretary