Friends of the University Libraries Board Meeting, December 3, 2012, 111 East Hall

Present: Houghton, presiding; Carlson, Gedeon, Houdek, Smith, Zastrow.

Welcome/Introductions/Announcements
Houghton welcomed everybody and called the meeting to order at 2:02. She noted that Eckel was absent due to illness and Steuer had a conflict.

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

Approval of Minutes
The minutes of the November meeting were approved as presented. (Zastrow/Smith)

Treasurer’s Report
Smith provided a Treasurer’s Report. Since the last meeting there has been a positive change of $655.50. We spent $100 for the Night of the Research Paper. We received $585 from Better World Books. There was discussion on the statewide project involving de-accessioning of rarely circulated books. The Treasurer’s Report was accepted as presented. (Carlson/Zastrow)

Committee Reports

Events Committee

Behind the Scenes at the Education Library – This meeting will be March 7, 4-6.

Diane Dillon – Devil in the Details – This program will be April 9.

Annual Meeting – This meeting will be May 14 and it will involve East Hall and some other East Campus Buildings.

Eckel is working on some programs for the 2013-2014 academic year.

Web/Marketing Committee

Steuer is working on an article for Friendly Notes for the Night of the Research Paper. Dianna Sachs is also preparing an article about some facts about the WMU Libraries system. There may be a short update about the Zhang Legacy Collections Center. There was discussion on promoting the Archives, particularly through publications. Carlson and Houghton provided a
list. They agreed to provide a list to everybody. It was suggested that this could be included in an article for *Friendly Notes*.

**Membership Committee**

There was nothing to report.

**Student/Staff Awards Committee**

Houghton discussed the student scholarships. Eckel got in touch with Buckner. An email has been sent out to the students, as well as print forms, soliciting applications. The applications are due at the end of the semester. The Friends have allocated $500 toward the scholarships in the past. A motion was made and approved to allocate $500 toward the student library employee scholarship fund. (Carlson/Houdek)

Houghton reported at the last all-staff meeting last week, the University Library Staff Association discussed making financial support available for training. Houghton would like to talk about this in January and review requirements. She would like to have it ready in time for ALA and ACRL, both of which will be in the region in 2013. Houdek suggested that people who receive financial assistance should make a brief presentation about the training/conference/program at a Friend’s Board meeting.

**New Business**

The Nominations Committee should form in early 2013.

The next meeting will be January 7, 2013.

The meeting adjourned at 2:40. (Zastrow/Houdek)

The minutes were taken by Carlson.