Minutes of the Friends of the University Libraries, Board Meeting, Monday, May 6, 2013, 111 East Hall


Welcome/Introductions/Announcements
Houghton called the meeting to order at 2:00 and welcomed everybody.

Approval of Agenda
The agenda was approved as amended. (Zastrow/Eckel)

Approval of Minutes
The minutes of the April 1 meeting were approved as presented. (Eckel/Zastrow)

Treasurer’s Report
Gedeon had an update in Smith’s absence. There have been three items. $52 was spent on reimbursing event refreshments. The other two areas were income and included one renewal at $25 and a check from Better World Books for $421.30. Gedeon explained the services of Better World Books.

Committee Reports
Diane Dillon Event Report – The overall impression was that the public program and class presentations went well. She was impressed with the cases.

May 14 2:30 Annual Meeting – The plan is to view East Hall and North Hall. Carlson will talk with Kellogg about opening additional buildings. Carlson and Houghton will handle simple refreshments. Carlson will get last year’s minutes. Houghton will get an agenda together.

2013-2014 Event Planning - Houghton outlined programs. There will be a program in the fall that needs to be scheduled. Eckel has been trying to secure a speaker from Anthropology but the person that he contacted is leaving the University. The next event would be the Zhang Legacy Collections Center, possibly in the first half of November. The spring programming will involve another program from Anthropology, possibly in February. Carlson prepared a Visiting Scholar and Arts application for Mary Heebner for March. This will be a partnership with American Women’s Poetry Endowment, Frostic School of Art, and the Kalamazoo Book Arts Center. Two additional fallback plans were discussed and include programming about U.S. 12 or possibly a mapping/manuscript project that may be undertaken pending grant funding.

Web/Marketing - Morgan will be apprised about the Annual Meeting. She can provide publicity in the appropriate venues.

Membership - Houghton also relayed an email she received from Morgan about labels from Development. The consensus as that we need to communicate about why we have not been in touch. We hope that you continue to be a friend or that you renew your friendship. We will send them a membership brochure. Eckel has also made suggested changes to the brochure. We will also identify where to send the form.
Student Scholarships/Staff Support – Houghton reported that four students received scholarships. The scholarships were $500 each. Eckel reported on how easy it is for University employees to contribute to this fund. Steuer suggested that it may be appropriate for a staff recognition event at some point. Eckel suggested having something at the all staff meeting. Gedeon suggested an after-hours event may be appropriate. Singh wondered about having something in the library. It was suggested that we discuss this with the staff organization and see if there are ways to collaborate and better acknowledge staff accomplishments. There are also departmental activities that may be appropriate. Singh suggested we give Subway or other cards to departments and possibly have a drawing for something more, such as a dinner. It will vary from department to department.

Nominations - A motion was made to present a slate of Neil Chase, 3 year term, and Doris Singh, to fulfill a one year student term. (Carlson/Houdek) We will also ask for nominations from the floor.

Old Business

Postage/Friends Mailing - The notation about postage in the minutes of last month was included.

New Business

How to Involve the Friends in the Move - McKee asked if the Friends should be approached for help in moving the collections. Buckner has also suggested that there may be a need to assist. Unless there is a really concrete task, there probably isn’t a need. There may also be a liability aspect for some portions, including the shrink wrapping and actual move of materials. It was suggested that we ask people to sponsor a box or a ledger. Singh volunteered for an event that was through Kalamazoo Tourism Ambassadors and described how funds were raised. It was very successful.

The Meeting adjourned at 3:15. It is the last meeting of the Friends of the University Libraries in East Hall. (Steuer/Zastrow)

Minutes were taken by Carlson.