Minutes of the Board Meeting  
Friends of the J.R. Van Pelt Library  
Thursday, December 2nd, 2010  

Present:  Deb Charlesworth, Don Durfee, Eloise Haller, Karen Hubbard, Amy Hughes, Kelly Luck, Mary Marchaterre, Ellen Marks, Adrienne Minerick, Faith Morrison, Terry Reynolds, Patricia Van Pelt, Rhianna Williams  

Absent:  Dana Richter  

Chairperson Amy Hughes called the meeting to order at 4:00 pm.  

1. Minutes  

- The minutes of the Nov meeting were reviewed and approved with slight modifications. Motion by Faith and seconded by Karen. New version was sent to Faith to put in the web.  

2. Treasurer Report (Kelly Luck)  

- Kelly did not get all of the information in time for this report. When she does, she will email it out to us. The account balance is $20,934.30.  
- She deposited $45 from the book cart. The book cart total is now $372.05 plus $66 (from work bee).  
- The treasurer’s report was reviewed and approved. Motion by Terry and seconded by Mary.  

3. Old Business:  

A. Annual Winter Carnival Hot Cocoa and Book Sale – Feb 12 11am to 3pm  

- Do not box any books. We need to start to put some aside for this sale. We may have to open up some boxed ones if not enough are found.  
- Ellen and Rhianna will be working on some ideas on how to promote the library during this time.  
- Eloise will forward some of her Winter Carnival documents to Dana (or whoever can update them) so they are ready to be reviewed for our January meeting.  
- We discussed some options of creating bookmarks, pamphlets, or postcards to pass out and/or put in the sale bags. Patricia and Faith will work on creating postcards – Faith can take some pictures and we can use the same place Patricia used to create postcards.  
- At the next event, we should bring kettles to heat water since the coffee pots cannot keep up with the demand. Also, we should use the smaller hot cups if possible.
B. **Annual Book Sale Planning (Book Sale Committee) – 03/25 10am – 4:30pm**

- There are cards with the date on it in the Library, the MTU calendar is updated.
- Faith will email Erik to update the FVPL web page with the latest dates and information.
- Ellen will have the sale put on the scrolling screen. Eloise will get a landscape poster to Ellen for it.
- Don will work on a concept for the FVPL web page maintained by Erik and will email the group to review possible ideas/changes.

**New Business:**

A. **Draft Budget**

- Mary will email Terry her Econo file that has some history to help with the estimate on the receipts.
- Mary will email Terry at least (2005-2009) 5 years of membership/gift information to help with the budget.
- Terry reviewed the draft budget with the Board and once he has the new figures from Mary, will update it with suggested changes.
- A motion by Faith and seconded by Karen to buy 24 more afghans was passed. Terry will begin the process to buy them, keeping Kelly in the loop.

B. **Art Collection**

- Patricia has the last 2 labels and will have them put up. We have 24 pieces in the collection.
- Need a committee to write up the art collection and our policy. Committee members will be chosen next meeting.

Book Sale Committee – Dana, Deb, and Patricia  
Budget Committee – Terry (chair), Kelly, Don and Dana  
Audit Committee – Amy and Mary

The next meeting will be the **Thursday, January 13th, 2011.**

Submitted by Mary Marchaterre, Friday, December 3rd, 2010.