Minutes of the Board Meeting  
Friends of the J.R. Van Pelt Library  
Thursday, April 1, 2010

Present: Debra Charlesworth, Eloise Haller, Terry Reynolds, Dana Richter, Karen Hubbard, Dick Rupley, Ellen Seidel, Patricia Van Pelt, Don Durfee, Amy Hughes, Rhianna Williams

Absent: Sue DesRochers, Mary Marchaterre, Dee Vincent, Faith Morrison

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

1. Minutes
The minutes of the March 4, 2010 meeting were approved with minor corrections. Motion by Dick Rupley, seconded by Terry Reynolds.

2. Treasurer’s Report
Terry urged severe caution in spending money. He has requested a check request for Patricia to cover the cost of the Surface Design Association membership. The book cart sales recently have been better thanks to a better selection of high quality books. The treasurer’s report was approved. Motion by Karen Hubbard, seconded by Don Durfee.

3. Old Business (Book Sale)
Eloise passed around a sign up sheet to staff the book sale – sign up early and often! A front page article in the Gazette did a good job of highlighting our book cart activities, econo receipts program, and the new parking arrangement on campus for the day of the book sale. Eloise has contacted mental health, and made arrangements for their staff to pick up our discarded books. Terry will set up the sandwich board on campus, post signs on campus, and get change for the cash box. Eric has notified the Board that the Library is saving boxes for us to use. Faith has been coordinating student volunteers. Every board member should bring paper bags. The final price sheet was passed around and approved. The prices as approved are:

<table>
<thead>
<tr>
<th>Item</th>
<th>Thursday and Friday until noon</th>
<th>Friday, noon until 3:30pm – half price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hardbacks, CDs, DVDs</td>
<td>$2</td>
<td>$1</td>
</tr>
<tr>
<td>Soft-cover, trade paperbacks</td>
<td>$1</td>
<td>$0.50</td>
</tr>
<tr>
<td>Mass paperbacks, Children’s books, VHS</td>
<td>$0.50</td>
<td>$0.25</td>
</tr>
</tbody>
</table>

Friday, 3:30 – 4:30pm – Bag Sale - $5.00 for a bag of books

4. New Business
   a. Book Sale Coordinator (March 24 and 25, 2011)
      Eloise is stepping down as coordinator of the book sale. We are soliciting for a new coordinator.

   b. Ranked project items from the Library
      Ellen Seidel presented a ranked list of project requests for the Board to consider
for funding. Funding is sought for Ebook readers, Information literacy video clips, a tri-fold library brochure, and selected book titles from a variety of topics. Action was needed at this meeting, because in order to hire students to work on the video project, funds would need to be available. These items are slightly different than items the board has previously supported, but there was broad support among the board members to support these initiatives which will build upon existing projects, and provide services to aid visitors in finding resources in the library. The motion to fund the projects at the following level was passed (motion by Dana Richter, seconded by Karen Hubbard):

i. Ebook readers - $1250
ii. Information literacy video clips - $1500
iii. Library brochure – not to exceed $500

5. Informational/Open Items
   a. Book Cart – covered earlier, sales have been good
   b. Econo Receipts – keep them and collect them!
   c. Financial Audit – waiting to convene
   d. Setting up a Friends store on the Michigan Tech techshop web site
      Don Durfee met with Matt Buss and Keith from the Cashier’s Office. The memberships go to the Tech Fund, and the sales from our products to to a general fund account. These accounts don’t “talk” to each other, so there may need to be separate shops or carts. Suzanne Morin and MJ Lowry are assisting in setting up a test site. Once operational, the site will generate an e-mail when a purchase is made.
   e. Library director
      A verbal offer has been made and accepted. The written offer is in draft form in the Provost’s office. If the offer is accepted in writing, the new director will begin on August 1st.
   f. Ulla Aatsiniki
      Discussion on this item was postponed as Faith Morrison was not available to report back to the group.

The meeting was adjourned at 5pm. Motion by Dick Rupley, seconded by Terry Reynolds.