Minutes of the Board of Directors of the
Friends of the Van Pelt Library
May 2, 1996

Present: Fisher, Hawthorne, Johnson, Love (late), Praeger, Morrison, Hoagland, Reynolds, Van Pelt (late)
Absent: R. Yarbrough, E. Yarbrough
Visitors: Karen Hubbard, Sally Brozzo, Clarence Monette

A quorum of board members was present. Faith Morrison called the meeting to order at 4:15pm; action items are in bold.

The minutes of the April meeting were reviewed. Kim Hoagland moved, and June Hawthorne seconded, that the minutes be approved. Motion carried.

The blankets have arrived from the manufacturer, and several boxes have already been distributed by Nancy Fisher and Terry Reynolds. The thanks of the Board goes to both Fisher and Reynolds who are handling the Friends inserts which are going out with each blanket and to Kim Hoagland who helped to develop the insert.

Fisher reported that the Friends have reserved the booth in the MUB opposite the university store during graduation weekend. Friends will be selling the blanket there all day on Friday May 17 and Saturday May 18. A sign-up sheet was passed around for board members to volunteer to work the booth. Morrison will contact the student volunteer coordinator to see if we can get student volunteers to fill in empty slots. Morrison has the list of sign-up times.

There was a discussion on running another advertisement in the Lode for the blanket. The first ad ran April 12 (1/8th advertisement. Fisher also reports that phone orders continue to come in. Later in the meeting it was decided to run another ad in next week's Lode (May 10, 1996) at a cost of $55 to attract the graduation crowd. The ad will indicate that the blanket will be on sale Friday and Saturday of graduation weekend at the MUB. The order form will be omitted in this new ad, and the blanket will be featured more prominently. Kim Hoagland will handle the ad details with Fisher's help.

Morrison reported that the plan to staff a booth at Community Awareness Day (CAD) was cancelled due to the large number of Friends activities in April. The next CAD is October 12, 1996. Fisher reported that participants in CAD are assigned a 10' by 10' place in the mall; professional signs are required; also the booth must be staffed from 9:34am until 8pm. The Friends will pursue this idea in the fall.

Morrison reported that she had sent a memo to the Graduate Student Council requesting their support but had received no response.

Morrison reported that she has performed some work on the next newsletter, but that no draft is available. Morrison will provide a draft for the June board meeting.

Betzi Praeger reported that the book sale was a success. The proceeds from the sale amounted to $2130.61, which is almost four times the usual amount. Praeger also noted that it had come to her attention that there was a misunderstanding of who would run the
book sale - the Friends or the Library staff. She indicated that to her it had always been
clear that it would be the Library's sale with Friends assisting.

One issue which affects the possibility of the book sale becoming the Friends' sale is the
transfer of library books to the sale. If the sale is to be taken over by the Friends, some
mechanism of transfer of the Library's books to the Friends must be devised.

Praeger also noted that the disposition of unsold books at the end of the sale was
unsatisfactory this year - although 15 boxes of books were saved by the Library staff
(Ellen Seidel and Bob Marr), many books were discarded. Approximately 2/3rds of the
books were sold. Ideas for next year include selling the books to Backroom Books,
donating them to the Salvation Army, or organizing a shipment of books abroad. The
board discussed having a time in the sale where the books would be given away free - it
was noted that this may decrease customer's willingness to spend $2/bag if they know
they can hold out and get the books for free. One idea mentioned was for there to be a
time when senior citizens could get books for free.

Praeger also noted that parking was a problem during the sale - Fisher suggested that
perhaps we could reserve the pay-lot for the sale.

The Board discussed how to maximize publicity for the Friends as a result of the sale.
Morrison indicated that some of the Board members had discussed getting a picture taken
of the book sale committee and Phyllis Johnson, marking the raising of the $2130.61 for
the Library. The Board discussed taking a picture of the committee with a stack of books
which represent the books added to the Library as a result of the sale. Morrison will
contact University Relations (perhaps Jim Lutsch?) to arrange for the publicity. To
summarize the activities involved in organizing this year's sale and to make the task
easier for next year's book-sale committee, Praeger will coordinate the drafting of a

The issue of whether to reorder blankets was discussed. Fisher reported that 92 of the
225 blankets have already been sold. Tech is going to graduate approximately 1000
students this spring, and each of these is a potential blanket customer. If we reorder
immediately it will take 2 weeks to weave and 4 days for shipment (plus one day to run
through MTU's Purchasing Department). This means they will not arrive by graduation,
but it may be possible to get them here on time if Fisher works with Riddle. The
minimum order is 50 blankets. After some discussion. Reynolds moved, seconded by
George Love, that we order 50 more. Motion passed unanimously. Fisher will order 50
more blankets.

Fisher gave the treasurer's report. The university accounting system is slow, so
the accounting given below represents a more up-to-date view than what is reflected on
the university accounts:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9076.33</td>
<td>balance in University Account</td>
</tr>
<tr>
<td>2040.00</td>
<td>balance in Tech Fund Account</td>
</tr>
<tr>
<td>(6297.75)</td>
<td>owed to Riddle, due May 30</td>
</tr>
<tr>
<td>(5000.00)</td>
<td>owed to President Tompkins, due June 30</td>
</tr>
<tr>
<td>1300.00</td>
<td>held by Fisher; deposits to be made ASAP</td>
</tr>
<tr>
<td>1118.58</td>
<td>Friends net worth as of meeting date</td>
</tr>
</tbody>
</table>

Morrison moderated a discussion of what to spend the blanket proceeds on. Fisher
indicated that we would clear $5700 after all blankets are sold; it was agreed that this is
the limit for our donation. Morrison read the list supplied by Johnson of items desired by
the Library. The Board discussed renovating several library study carrels into small-group study spaces at a cost of $4-6,000. Johnson reported that a cost estimate has already been requested, and she will report on this at the next meeting. Hoagland volunteered that one possible donation would be to purchase the *Index to the Manuscript Census*. This is a $2,000 microfilm item which provides an index to the local census results from 100+ years ago. There is currently no copy in the entire Upper Peninsula. Reynolds suggested that we could provide Voyager terminals on 2nd and 3rd floors; Johnson replied that this is in the works. Praeger supported improving the humanities and social sciences collection, which is poor; this item had appeared on the Library’s wish list. Johnson indicated that the Library had embarked on a benchmarking study to see what important books we lack - the results of this study will help to tell us what books should be purchased. The results of the benchmarking study will be available in approximately one year. Karen Hubbard suggested that the possible projects be named in the book-sale public relations article described above. Morrison will see to it.

Hoagland mentioned that Eric Nordberg, the archivist of the Copper Country Historical Collection, had suggested that we provide a travel fellowship for historians interested in using our collection. This would cost about $500 per year. Also, the archives needs a photocopy machine (this is out of our price range).

Morrison suggested that the Library staff be solicited for possible projects in the under $10,000 range. The board agreed; Morrison will solicit the Library staff for suggestions.

The discussion moved to trying to determine how to make the decision of what to do for our first project. Johnson suggested that $1000 from the book sale be directed to help pay for the *Index to the Manuscript Census* with the balance coming from the Friends. Morrison suggested that perhaps we could get matching funds from outside of the Library for this? Johnson indicated that she is working with the Foundations Office, but that the scope of our project was less than what she wanted to devote proposal-writing time on. Several people suggested that we might be able to find some individual donors who might match our funds, if they could find out about our projects. The choice of the first project will be made at the next meeting.

Fisher reported that Reynolds had composed an article for the next Alumnus magazine, with the help of Fisher and Hoagland. It has been submitted. Fisher will submit our list of possible projects to Dean Woodbeck to be worked into the article.

Meeting adjourned at 5:37pm. The next meeting will be Thursday, June 6, 1996 at 4pm in room 301 of the Van Pelt Library. Note: the first Thursday in July is July 4, which is not a good day for a meeting. Please be prepared to reschedule this meeting during the June meeting.