Minutes of the Board of Directors of the
Friends of the Van Pelt Library
September 5, 1996

Present: Fisher, Hawthorne, Johnson, Praeger, Morrison, Reynolds, Fass, Hoagland
Absent: Dobney, R. Yarbrough, E. Yarbrough, Love, Van Pelt
Visitors: Karen Hubbard, Erin Minne

A quorum of board members was present. Faith Morrison called the meeting to order at 4:05pm; action items are in bold.

The minutes of the July meeting were not reviewed. The July and September minutes will be reviewed for adoption at the October meeting.

Betzi Praeger asked to discuss ideas she has for the future of the Friends. She put forth the following ideas/suggestions:
- We need to get more Friends involved in activities rather than relying so much on the Board members to provide the volunteer work needed.
- There are some services which Friends could provide which are not tied to fund raising. Some suggestions include:
  * use new-book dust covers to create a nice display in the glass display case of the library
  * create an alphabetical list of journal titles to mount at the end of the shelves to make browsing easier.
  * establish a Friends bookstore, like the one at the Mayo Clinic

The Board thanks Praeger for her service to the Friends. This is her last board meeting. The Board welcomes her replacement board member, Joe Fass.

Morrison reported that she will make the suggested changes to the newsletter as noted in the July minutes. Praeger noted that she had made the requested changes in the book sale document and passed out copies. Morrison will archive.

Nancy Fisher reported that the blanket sales at the alumni homecoming resulted in the sale of 11 blankets by the Friends. Volunteers Karen Hubbard, Sally Brozzo, and Nancy Fisher handed out a great deal of information about the Friends. Phyllis Johnson reported that the library sold 4 blankets at their open house. Fisher indicated that the turn-out at the pre-hockey-game barbecue was lower than expected (75 instead of 250) due to competition from the president's barbecue and reunions held at two fraternity houses.

Fass suggested that perhaps we could sell blankets by sending information to the parents of new students. Terry Reynolds indicated that new parents get a great deal of information from the Admissions Office. Morrison will investigate.

Fisher reported on the status of the blanket sale. The advertisement which appeared in the Alumnus magazine has resulted in about 16 orders so far and thus has been very successful. There are about 75 blankets left out of 275 originally ordered. If we need to reorder, it takes about 30 days, and the reorders are done in batches of 50. The board authorized Fisher to order 50 more blankets when the stock reduces to 50 (Reynolds moved, Hawthorne seconded, unanimous vote). Morrison suggested that we inventory the blankets so that we have a precise count. Johnson and Morrison will tell Fisher how many blankets they have and, Fisher will report on an accurate blanket count at the next board meeting.
Fisher reported that a blanket customer reported having a great deal of trouble getting a blanket at some time over the summer. For some reason no message was found on the answering machine, and no one at the library desk was able to steer her to someone who could sell her a blanket. There are instructions to the library workers on where to send people who inquire for blankets (to the director's office, to Morrison's office, to the Social Science secretary) and the answering machine is always on. It is hoped that this will be an isolated incident.

Morrison reported that Kim Hoagland and Ed Yarbrough had agreed to be placed in nomination for board membership at the annual meeting. Morrison asked Erin Minne (present at the board meeting) if she would agree also to be put into nomination for board membership to provide a closer liaison between the Friends and the MTU Advancement Office. She agreed. **Morrison will ask someone to nominate Minne for board candidacy from the floor of the annual meeting.**

Morrison reported that Bryan Johnson as agreed to speak on book binding at the annual meeting on September 18. The board discussed publicity for the membership meeting. It was decided we need to do a membership mailing and put up some posters. The following was agreed to:

- Johnson will get a graphic to be used for the poster and give it to Hoagland.
- Hoagland agreed to make up a flyer advertising the meeting and publicizing Bryan's talk. The slate of board member candidates, as listed in the July minutes, will be printed on the back of the mailing.
- Hoagland will supply to Morrison who will mail it out to members.
- Terry Reynolds will post the flyer around campus.
- Joe Fass will post the information to appropriate user groups on the computer network.
- Morrison will get the information to the Lode, Tech Topics, the Daily Mining Gazette, and the Daily Bull (bull@mtu.edu). Johnson will ask Conan the Librarian to mention our annual meeting in his column in the Gazette.

Discussion turned to the actual organization of the meeting. Morrison suggested that we follow the example of the Community Arts Center and call members and ask them to bring food. The board agreed. **Terry Reynolds will supply punch.** Karen Hubbard agreed to call local members and ask them to bring food at 4:45 pm. Morrison will give her a list of all members. Types of foods to be solicited include vegetable and cheese platters, cookies, small sandwiches, or chips and salsa. Fisher will decorate the table. **Fisher will call President Tompkins and see if they can provide coffee and tea.** Fisher will bring blankets that we can sell at the meeting. A membership table will be set up.

An auditing team was set up to check the 1995/96 books. Members of the new auditing team are Morrison, Minne, and Sally Brozzo. **Morrison will call a meeting of the team and the treasurer, Fisher. The team will report on the audit to the board at the October meeting.**

Johnson reported that the proposed renovation of the three study carols on the south wall of the library for small-group-study space will cost about $8,000.

Fisher reported that there is $2901.41 in the Friends Tech account and $3105 in the Friends Tech Fund account. We also have approximately 75 blankets to sell which will net $4875.
Reynolds asked what was to be done about membership renewals for the second year. After some discussion the board agreed that membership renewal letters would go out on a quarterly basis. Also, we will encourage members to join for the second year at the membership meeting. Fisher and Morrison will add a column to the member database indicating when renewal is due. A printout will be brought to the annual meeting.

Fass asked if the Friends could do something to increase the number of journals acquired by the library in certain areas. The board discussed some possibilities. There is no extra money for new subscriptions, however, but after fund raising, setting up a journal endowment is a possibility.

Hoagland moved and Fisher seconded that the meeting adjourn. Motion carried unanimously.

Meeting adjourned at 5:18pm. The next meeting will be Thursday, October 3, 1996 at 4pm in room 309 of the Van Pelt Library. Don’t forget the annual meeting, Wednesday, September 18, 1996 5-7pm at President and Mrs. Tompkins’ home.

Submitted by Faith Morrison, September 7, 1996.