

Annual Meeting Minutes: **General Membership Meeting**

Friends of the Durham Library Board

3 June 2009, 7:00 p.m.

Main Auditorium, Main Library

Attending Board Members: Bobbie Walters-Brown, presiding; Mary Auen; Jane Goodridge; Roz Grace; Gerry Larson; Jeff Laufenberg; Marge Nordstrom; Martha Scottford; Aviva Starr; Andre Vann; Ann Wilder; Angela Zoltners.

Also attending: Skip Auld, Library Director; Anastasia Bush, Library Grant Writer

Call to Order

Bobbie Walters-Brown called the meeting to order at 7:04 p.m. and made some welcoming remarks concerning the FODL's 40th year as an organization supporting the Library.

Presentation: Celebrate Library Projects Funded by the Friends

Skip made a brief presentation highlighting the contributions of the Friends over the years. His remarks included slides on:

- the history of the Friends;
- past year funding metrics;
- Friends' support to the Library Foundation over the years (\$142,000+);
- new book club kits (there are now 23 in "circulation" across the Library System);
- highlights of the recent Volunteer Recognition event; and
- a short video showcasing the work of the Library Youth Partners and other special projects.

During his presentation, Skip also introduced:

- Joyce McNeil, who introduced Library staff members Ruth Finch and Tonja Wall, this year's recipients of the inaugural FODL scholarship, which provides financial support to Library staff pursuing formal education to further their careers; and
- Karlene Fyffe, who thanked the Board for their funding of the Discovery Mobile, which gets rave reviews in and around Durham for bringing visibility to Library programs and to the Friends organization as well.

Budget

Mary presented a chart detailing our book sale revenue and expense performance from 1998 to the present, as well as a chart of our quarterly satellite book sale revenues, beginning in Q1 of 2008. Mary also presented the 2009-2010 FODL budget and called our attention to an increase in anticipated revenues from the satellite book sales.

The board approved the treasurer's report.

Nominating Committee

Ann recognized the 11 years of collective service to the Friends of our two departing Board members, Jane Goodridge and Marge Nordstrom, both of whom have served as President of the Friends during their time on the board, and both of whom have provided leadership on many initiatives of the Friends, from replacing our shed last year to coordinating our quarterly book sales.

Ann nominated Jeff Laufenberg as our newest addition to the Friends Board.

Ann presented the nominating committee's slate of officers for 2009-2010:

President: Aviva Starr

Vice President: Ann Wilder

Treasurer: Mary Auen will return as treasurer

Secretary: Vicki Hertz will return as secretary

The board approved the nominating committee's slate of officers and new board members.

Amendment to By-Laws to Change the Size of the Board

The board approved the amendment to change the language in Article V Section 2 of the by-laws from “...and nine Directors elected by a majority vote...” to “and nine **to twelve** Directors elected by a majority vote...”

Incoming President’s Remarks

Aviva looks forward to working with the Board in this coming year, at a challenging economic time for everyone in our community. Aviva also recognized Bobbie’s leadership as President this past fiscal year and informed the Board that the Library would be receiving a copy of Nursing, The Finest Art: An Illustrated History, which has been purchased in Bobbie’s name, in honor of her service this past year.

The general membership portion of the meeting was adjourned at 7:50pm for refreshments.

Annual Meeting Minutes: **Business Meeting**
Friends of the Durham Library Board
3 June 2009, 8:00 p.m.
Main Auditorium, Main Library

Attending Board Members: Bobbie Walters-Brown, presiding; Mary Auen; Jane Goodridge; Roz Grace; Gerry Larson; Jeff Laufenberg; Marge Nordstrom; Martha Scotford; Aviva Starr; Ann Wilder; Angela Zoltners.

Also attending: Skip Auld, Library Director; Anastasia Bush, Library Grant Writer

Call to Order

Bobbie Walters-Brown called the business meeting to order at 8:05 p.m.

Approval of Minutes

Bobbie called for a motion to approve the minutes from May 13. Marge asked if an indication that she and Jane would be departing the Board at the end of the current fiscal year should be included in the May minutes. Mary responded that these would be included in the June minutes. The board approved the minutes of the May 2009 meeting.

Treasurer's Report

Mary reported the following for FY 2008-2009 year-to-date:

Year-to-date income:	\$111,234.73
Carryover	\$29,000.00
Total Year-to-date Income	\$140,234.73
Year-to-date expenses:	\$92,026.10

Mary also reported the following for May 2009:

Monthly income:	\$4,387.28
Monthly expenses:	\$10,094.94

The board approved the treasurer's report.

Standing Committee Reports

Membership

Aviva (on behalf of Vicki) reported the following membership numbers for May 31, 2009:

Adult	196
Senior	79
Life	57
Patron	4
Sustaining	29
Youth	8
Family	156
Friend Donor	5
Foundation Donor	<u>726</u>
Total	1260

Aviva noted that the only category of membership that has declined relative to last year's membership numbers was the Foundation Donor category, which is as expected.

June Book Sale

Jane and Angela raised an issue brought up by some of our volunteer book sorters of increasing the prices of oversized paperbacks in the garage from 50 cents apiece to \$1 each. The Board discussed how best to communicate this price increase to patrons for the June book sale. The Board also decided that bottled water would be sold at the June book sale on Friday and Saturday only.

Aviva shared with the Board a draft of a short paper-based survey to be distributed at the June book sale. The Board asked her to consider making the survey a full page, discussed estimates for the numbers of copies to have on hand at the sale, and suggested that “golf pencils” and baskets be made available to help patrons fill out and submit their surveys while shopping or waiting in line to pay for their books. Aviva agreed to take responsibility for seeing to it that these materials are available at the June sale.

The Board approved a motion to change the Kiosk Use Agreement (KUA) in two places as follows:

- 1) in section B on page 1 of the KUA, the Agreement should instead read, “...and a depository for ~~returned~~ donated books and cash lockbox...”; and
- 2) in paragraph 1 of Section 1. Term of Agreement: Use, page 1 of the KUA, the sentence “...for operating an area or kiosk for the display, ~~return~~ donation and purchase of new and used books...”

Liaison Reports

Liaison to the Durham Library Foundation

Angela volunteered to serve as this coming fiscal year's Friends Liaison to the Library Foundation.

Liaison to the Durham Library Board of Trustees

Skip spoke on Wendell's behalf and reported some discussions at the most recent Trustees meeting concerning the development of a food and drink policy in the Library. Becky Heron, who serves as the County Commissioner's Liaison to the Trustees, had raised this question.

Old Business

There was no old business.

New Business

Discussion of two funding cycles per fiscal year

Aviva led a brief discussion about reverting back to a two-cycle approach (Sept-Nov timeframe in the fall, and Mar-May timeframe in the spring) to the Friends' funding of staff projects and proposals. At present, the Friends have ongoing/recurring funding commitments each year, as well as new proposals that “trickle in” throughout the fiscal year, making it somewhat difficult to assess each new proposal against other worthy proposals. By introducing a two-cycle approach with the timing suggested above, we can consider proposals against one another to help establish funding priorities, and we get the benefit of making our decisions on these proposals after the October and April book sale revenue numbers have been reported. There was some discussion about staff being able to complete their spring funded projects before the June 30 fiscal year-end, but it was determined that awarded funds could be spent after this date each year. It is more of a tracking issue for the Treasurer.

Aviva has invited Karlene Fyffe to attend the September meeting of the Friends to help us understand our current ongoing/recurring commitments, so that we can make more informed funding decisions throughout the year when we review staff proposals in the fall and spring.

For our newest members, Marge reminded the Board of our 2006 Strategic Planning session as well as the broader issue of connecting our funding priorities with the strategic objectives that we establish as a Board.

The board voted to adopt a two-cycle funding approach in the coming fiscal year.

Other Announcements

Ann reminded the Board of the need to recruit new Board members, in light of the departures of Jane and Marge, and in consideration of the passage of revised by-laws, which now allows for up to 12 Directors on the Board. Angela asked Skip if we could put a call for nominations on the Friends page of the Library website, which he said could be done. Stasi agreed to coordinate.

The Board approved a motion to carryover unspent dollars associated with purchasing LCD monitors to the next fiscal year.

Adjournment

Bobbie adjourned the meeting at 8:50 p.m. The next Board meeting will be on Wednesday, August 5, at the Main Library.

Submitted by Jeff Laufenberg