



Meeting Minutes, Friends of the Durham Library Board
5 September, 2007, 7:30 p.m.
Stanford L. Warren Library

Attending Board members: Jeff Laufenberg, presiding, Mary Auen, Vicki Hertz, Felicia Leggett, Jacqueline Matthews, Wendell Musser, Aviva Starr, Andre Vann.

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

Tour of Stanford L. Warren Library

At 7:00 p.m., Brenda Watson, Branch Manager, conducted a very informative branch tour for the Board and other guests.

Call to order

Jeff called the meeting to order at 7:30 p.m.

Approval of minutes

The Board approved the minutes of the August meeting.

Treasurer's report

No report (Jane was out of town.)

Standing committee reports

Book Sale (Carol Walters, special guest)

Stasi, reporting for Carol Walters, announced 5 – 7 October as the dates for the upcoming sale. Donations are slowing somewhat. The shed project is “slowly grinding through bureaucracy” and will be in place by November, at the earliest.

The annual giveaway of books to non-profit organizations will occur on the Monday after the sale. Anyone who wishes to invite a non-profit organization to participate in the giveaway is encouraged to send the name of the organization to Carol.

Publicity (Stasi)

Ann Wilder prepared the mailing to announce the book sale to book dealers, school administrators, media coordinators, and senior homes. We do not expect an impact on book sale advertising with Jana's departure, although media relations may be affected. The departure of graphic designer, Angie Pridgen, has had a big impact on publications. *Best of Friends*, due for publication in August, has not been prepared and its publication has not yet been rescheduled. Because the Friends pay to print and distribute this

publication, the Friends budget could see a variance this year in that line item. Skip announced that Angie will return to Marketing as Interim Manager, at which time there will be more news about publications.

Volunteer cashier coordinator (Aviva)

Aviva is going through Elsa's list to organize volunteers for the October sale. To date, approximately ¼ of the slots are filled. Aviva distributed the current list of volunteers and asked that Board members let her know of any volunteers whose names are not on the list.

Membership (Vicki)

Vicki reported many new members, including a large number of donors who are Foundation members. Current membership numbers are as follows:

| | |
|--------------|-------------|
| Adults | 180 |
| Donors | 834 |
| Family | 106 |
| Life | 51 |
| Patron | 3 |
| Senior | 64 |
| Sustainers | 18 |
| Youth | 2 |
| TOTAL | 1258 |

Nominating (Marge)

Jeff announced that, unfortunately, Kay Amos resigned her position as a Director of the Board because of a recent injury.

Annual Meeting (Kay)

Jeff announced that, according to a February 2007 report, a guest speaker is not required at the Board's annual meeting. Therefore, we no longer require an Annual Meeting committee, and the by-laws must be revised accordingly. Felicia volunteered to revise the by-laws. Jacqueline will send the current by-laws file to Felicia (and to Stasi).

The Board can sponsor a guest speaker at another time during the year.

Liaison reports

Liaison to the Durham County Library Foundation Board (Vicki)

The \$10K that we hoped to receive from the Foundation is not available. Skip commented that most of the Foundation's funds are earmarked for other purposes and, although the Foundation conveys strong appreciation to the Friends, Foundation money is not available. Skip is working with the County General Services Department in an effort to cut shed costs.

Stasi will attend the September meeting of the Foundation Board.

Liaison to the Durham County Library Board of Trustees (Wendell)

Wendell reported good public relations between the Trustees and the Friends. The trustees discussed restructuring their committees.

Completion of the Southwest Branch renovation is planned for summer 2009. The Parkwood Branch will remain open during the renovation and the construction of the new South Regional.

The Library will charge both non-profit and commercial organizations a fee for use of meeting rooms. The rate for commercial organizations is \$50 per half hour and \$100 per hour, and the rate for non-profit organizations is half those amounts. Some meeting spaces will be available without charge.

The Trustees also discussed the Library Strategic Plan.

Skip noted that the Board of Trustees is an advisory board and not a governing board.

Library news

Proposal process and timeline (Stasi)

Stasi announced a 50% increase in available funds this year, and the staff is very excited about the proposal process. Proposals are also open to Friends. Proposals must be aligned with the Strategic Plan, and the deadline for submitting a proposal is noon, 10 September. Stasi will submit the proposals and details to the Friends Board for discussion at the October meeting.

Other announcements

- Jeff will forward an invitation to a Downtown Durham promotional event on 11 October, from 4 – 7:30 p.m. Please let Jeff know if you are interested in attending.
- Skip distributed copies of the Strategic Plan, which was started at the 2006 Staff Development Day, and which centers around four main goals plus additional strategies. After the Board adopts the Plan, training for all Library staff will be implemented.
- Wednesday, 7 November, is the date for the 2007 Staff Development Day. Hours are 8:30 a.m. – 4:30 p.m. Friends Board members can attend all or part of the day's activities. Among the highlights will be the Trustees' Award (\$100) and the Recognition Award, which is a service award in honor of the late Clay Allen.
- Skip distributed copies of a recent newspaper supplement that reflects Library progress.
- On 27 October, a walk to cure juvenile diabetes will take place at the Nortel RTP facility.

Adjournment

Jeff adjourned the meeting at 8:40.

Submitted by

Jacqueline Matthews