

Meeting Minutes, Friends of the Durham Library Board
7 October, 2009, 7:30 p.m.
Meeting Room, East Regional Library

Attending Board Members: Aviva Starr, presiding; Mary Auen; Janet Hessling; Vicki Hertz; Tara Lake; Gerry Larson; Martha Scotford; Andre Vann; Bobbie Walters-Brown; Ann Wilder.

Also attending: Anastasia Bush, Library Grant Writer

Call to Order

Aviva Starr called the board meeting to order at 7:30 p.m.

Approval of Minutes

The board approved the minutes of the September 2009 meeting.

Treasurer's Report (Mary)

Mary reported the following for FY 2009-2010 year-to-date:

Year-to-date income:	\$18,076.82
Carryover	\$24,000.00
Total Year-to-date Income	\$42,076.82
Year-to-date expenses:	\$39,299.71

Mary also reported the following for September 2009:

Monthly income:	\$4270.41
Monthly expenses:	\$1,881.20
Checking account balance	\$10,198.15
Savings account balance	\$63,780.77

The board approved the treasurer's report.

Standing Committee Reports

Book Sale

Martha reported that the volunteer roster is filled for the Oct 16-18 sale.

Aviva commented on the plan to distribute "Buy One Get One Free" coupons at the Oct sale. Jane is afraid that the book sale workers will have problems keeping up the stock at the satellite sales if lots of people use their coupons. The board agreed on the following guidelines for the coupons:

- Coupons will be distributed on the Friday and Saturday of the sale only.
- Coupons will be distributed at checkout.
- Shoppers must present an original coupon to get the BOGO offer; they must pay for the more expensive book.
- The coupons will be stamped so they can't be easily reproduced.

Vicki will post a book sale ad on Craigslist on Wed, Oct, 14. Stasi will see that the book sale is mentioned on the library's Facebook page.

Membership (Vicki)

Vicki reported the following membership numbers for September 30, 2009:

Adult	199
Senior	78
Life	58
Patron	5
Sustaining	28
Youth	5
Family	157
Friend Donor	5
Foundation Donor	<u>699</u>
Total	1234

Vicki passed around a draft of a letter that she will be sending to Life members at the end of November. The letter thanks Life members for their support of the library and invites them to make an additional year-end contribution to the Friends. We will not send the letter to Life members who have contributed to the Foundation in the past year.

Stasi is developing a packet that will be used to welcome new members who gain membership by contributing to the Foundation. This will be a folder that will fit into a standard business envelope and into which a membership card and a book sale bookmark can be inserted.

Nominating (Bobbie)

New board members Janet W. Hessling and Tara Lake were welcomed. We still have a couple of board openings and board members were asked to pass on the names of people who may be interested to Bobbie. The committee will ask Elsa Wood (library volunteer coordinator) if she can recommend anyone. After the Oct. sale, Martha will include an inquiry if anyone is interested in her thank-you message to book sale volunteers.

Liaison Reports

Liaison to the Durham Library Foundation

The Foundation board has voted to fund a \$20,000 study that will assess the feasibility of having a campaign to pay for extras not covered by the Main Library renovation.

Liaison to the Durham Library Board of Trustees

No report.

Old Business

FONCPL

Jane Goodridge will receive a Friends of North Carolina Public Libraries volunteer award at their meeting on Oct 24. The board voted to pay for lunch (\$10) for those who are attending from the Durham Friends. The board also decided to have a reception in honor of Jane preceding the November board meeting at 7:00 pm.

Duke Friends Group

Gerry will check on having a Friends of the Durham Library cart somewhere at Duke.

New Business

Staff Proposals

The board reviewed each of the staff proposals. Stasi noted any questions posed about each proposal; she will go back to the library staff to gather answers and report back to the board before the November board meeting, when the board will vote on which proposals to fund this year.

1. AEDs for Library. Where an AED be put at the Main Library? It would probably be put on the 2nd floor at the reference desk. Who would be responsible for ensuring that current staff is properly trained to use the devices?
2. Laptop for OASIS. The laptop would always be under the control of a staff member.
3. Roving Teen Program Kits. The sample kits seem to be oriented more towards pre-teens than teens, and many are not oriented towards literacy. The North Regional library has basically become a babysitting service when two nearby schools let out in the afternoon. The feeling of the board was that we would rather fund programming for teens.
4. Resolving Main Internet Service Issue. The library will not be getting a broadband grant as part of the federal stimulus money, so the Friends will not have to fund the \$5000 matching grant that was previously approved. This proposal involves both hardware and software.

5. Furniture for Main Teen Area. Renovation of the Main Library is at least three years away. Teen furniture won't last much longer than three years. The proposal is for seating for four; there isn't much room in the teen area.
6. Books for Swap Collection. The books in the swap collection are well used and get worn out. The librarians would like to have books that the children want to read. A small amount was recommended, because that amount took the Library Admin Council to the \$20,000 amount that the board indicated it was prepared to spend this fall.
7. Hayti Memorial Project. Could the framing be done for less? Are there other outside sources of funding? \$500 will be coming from the S.L. Warren Friends. Andre will request a more detailed budget and inquire about other sources of funding.
8. Disc Repair Machine. What would a \$15,000 machine do that the proposed machine won't do?
9. Archives for Public Use. The proposed grant would allow the work to be done more quickly. If the Friends don't fund this project, it will be done eventually. Could this be a graduate student project for interns from the UNC library school or NC State?
10. Tumble Buddies/Music and Movement. Members of the board did not see the point to this proposal.
11. National Library Workers Day Celebration. Maybe we should be doing a general thank-you to all staff members, rather than having a competition? There won't be a Staff Day this spring, so it might be nice to do something in the spring.
12. FODL Tote Bags for Sale. Since the Friends will profit from this, the Friends should just do this outside of the proposals. We will discuss at the November meeting.
13. The Bookmark Café. The Admin Council had many members who voiced concerns about this proposal, but many were enthusiastic. Are we encouraging healthy eating options? The Friends would get the revenue from the café. A vending machine service would restock the machines. Is there any other source of funding? Could we spend less? A staff representative will come to our next meeting to discuss this project for 5 minutes at 7:30.
14. Laptop Checkout for Customers. This proposal would increase the number of available computers in the library. Lack of protection is a big issue.
15. Staff Use Laptops. These laptops would get into the County replacement system, so theoretically in four years they should be replaced.
16. Mail Station for Admin. The current mail station is cardboard and falling apart.

The board voted to delete Tumble Buddies, Tote Bags, Teen Kits, and Laptops for Customers from consideration. (The tote bag project will be addressed separately.)

Library News (Skip)

No library news.

Adjournment

Aviva adjourned the meeting at 8:50 p.m. The next Board meeting will be on Wednesday, November 4, at the Main library. A reception for Jane Goodridge will be held at 7:00; the meeting will begin at 7:30.

Submitted by Vicki Hertz