

Meeting Minutes, Friends of the Durham Library Board
4 November, 2009, 7:30 p.m.
Conference Room, Main Library

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

Also attending: Jane Goodridge, book sale committee; Carol Ann Walters, book sale committee; Skip Auld, Library Director; Anastasia Bush, Library Grant Writer; Joel White, Main Library Manager; Rob Rabb, book sale volunteer.

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 October 2009 meeting with one correction: the Foundation board has voted to spend \$20,000 (not \$25,000) on a study to assess the feasibility of having a campaign to pay for extras not covered by county for the Main Library renovation.

Treasurer's Report (Mary)

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

Year-to-date income:	\$48,640.81
Carryover	\$24,000.00
Total Year-to-date Income	\$72,640.81
Year-to-date expenses:	\$45,972.52

Mary also reported the following for October 2009:

Monthly income:	\$30563.99
Monthly expenses:	\$6,672.81
Checking account balance	\$5,089.33
Savings account balance	\$92,780.77

The board approved the treasurer's report.

Mary also reported that eight "\$3 Off" book sale coupons, which were distributed during the adult summer reading program, were redeemed during the October book sale.

Standing Committee Reports

Book Sale

Jane Goodridge reported that there is an urgent need for book donations. The major weeding at the libraries is done, so there won't be as many library discards available as there have been for the past few sales. The book sale committee has decided not to accept fiction library discards going forward, as they do not sell. On the other hand, non-fiction discards will be accepted, as they do sell. A major concern is children's books, as recently about 80% of the children's books at the book sales have been library discards. Few donations of children's books come in. On the other hand, if we don't have as many children's books at the sales, we won't have to rent as big a tent to hold them.

We also have a continuing need for books because of the satellite sales. Board members were encouraged to actively solicit for book donations. Suggestions included posting notices on community listservs; printing cards to leave at garage sales encouraging people to donate left-over books to the Friends; and running a notice in the *Independent Weekly* "Call to Action" section. Other suggestions included appealing to local faculty members, who receive a lot of books that they don't necessarily want; and sending a notice to the Durham Association of Realtors – people who are moving out of their houses often want to dispose of unwanted books.

One thousand "Buy One Get One Free" coupons were distributed at the October book sale, which puts a lot of pressure on the book sale committee to keep the satellite sales well stocked.

Membership (Vicki)

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

Adult	249
Senior	85
Life	58
Patron	5
Sustaining	29
Youth	6
Family	180
Friend Donor	6
Foundation Donor	<u>701</u>
Total	1319

Nominating (Bobbie)

No report.

Liaison Reports

Liaison to the Durham Library Foundation

The Foundation meets next week.

Liaison to the Durham Library Board of Trustees

The Board of Trustees feels that the recent loitering and security problems are now under control. Al Roberts has decided to continue as chairman. The Foundation has decided that it does not need a liaison to the Board of Trustees. The Board of Trustees has scheduled a retreat on November 14 at East Regional Library.

Old Business

Presentation about Library Cafe

Joel White made a short presentation and answered board member questions about the staff proposal to create a café in the old audiovisual area. Joel suggested calling the café “The Hotspot.”

Joel stated that a café would benefit the Friends in several ways:

- It would be a new way in which the Friends could generate revenue without spending too much.
- It would be an ongoing fund raiser.
- There would be space for an ongoing satellite sale, with plenty of space for expansion, if desired.
- It would provide a place for library patrons to get a cup of coffee in an area of town where there are no other food options.

Joel also stated that the security podium could be relocated to the café area, or the security office could be moved to one of the study rooms. The café area would not be staffed, but the library pages would do book sorting nearby, and if there is also a security presence, Joel didn't foresee any problems.

The Friends would own the vending machines and receive all proceeds. Skip indicated that the library would do machine maintenance. Food and drink would be allowed only in the café area. However, South and Southwest will have vending machines when they open, and food and drink will be allowed in all areas of these libraries. Food and drink will probably be allowed in all areas of the Main library when the renovation is complete.

Book shelves are already in the old Audiovisual area, and some of these could be used for the satellite sale.

Vote on Proposals

After discussion, the board voted to fund the following projects this fall:

- 2 AEDs; \$3,136.74 (1 at Main, and 1 at Stanford L. Warren. These sites were selected because of the high incidence of heart attacks among African-American men.)
- Laptop for OASIS; \$1430.26
- Resolve Main Internet Service Issue; \$6,091.40
- Furniture for Main Teen Area; \$900.00
- Books for Swap Collection; \$2,000.00
- Hayti Memory Project; \$1,200.00 (Andre made some phone calls and was able to substantially reduce the cost of this project.)
- The Bookmark Café (Hotspot Café); \$10,338.94

The total cost of these projects is \$25,097.34

The consensus of the board was that the library staff should be encouraged to revise and resubmit several project proposals for Spring 2010.

- Staff Use Laptops. Resubmit without changes.
- Mail Station for Admin. Resubmit with pictures of unit to be purchased.
- Roving Teen Project Kits. Submit a new proposal that focuses on teen programs.
- Disc Repair Machines. Submit a new proposal for the \$15,000 machine.

Tote Bags

Due to time constraints, discussion of this project was postponed until the December board meeting.

New Business

Book Sale History and Files

A former book sale chairman has volunteered to organize the Friends files.

Poinsettias

Aviva will contact Jeff Laufenberg and ask him if he would like to pick up the poinsettias at Multiflora on the Monday after Thanksgiving.

Library News (Skip)

The library parking lot is often full because people who have business at the courthouse or other downtown venues park in the library's parking lot and walk across the street. Starting Monday, Nov 16th, cables will be placed across the Liberty Street entrance to the parking lot between 7:30 am and 9:00 am. A staff member will be stationed at the Holloway St. entrance, and will admit only staff members and others with legitimate business. Carol Ann Walters said she would have identifying signs made for the book sorters to put on their dashboards.

The library will be closed all day November 11 for Staff Development Day.

The Foundation has hired a firm to study the feasibility of conducting a \$6 million fundraising campaign for the downtown library renovation, including \$3.5 million for a green roof garden.

Adjournment

Aviva adjourned the meeting at 8:58 p.m. The next board meeting is scheduled for December 2 at 7:30 pm at the Main Library.

Submitted by Vicki Hertz