

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

Attending Board Members: Aviva Starr, presiding; Vicki Hertz; Tara Lake; Gerry Larson; Jeff Laufenberg; Martha Scotford; Andre Vann; Bobbie Walters-Brown; Ann Wilder; Angela Zoltners.

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 for the November 2009 meeting.

Treasurer's Report (Mary)

Mary was not at the meeting, but the board reviewed her report:

Year-to-date income:	\$52,770.43
Carryover	\$24,000.00
Total Year-to-date Income	\$76,770.43
Year-to-date expenses:	\$58,252.36

Mary also reported the following for November 2009:

Monthly income:	\$4,120.21
Monthly expenses:	\$12,279.84
Checking account balance	\$6,929.70
Savings account balance	\$82,790.18

The board approved the treasurer's report.

Standing Committee Reports

Book Sale (Angela)

The Book Sale committee thanks the Board for its efforts in soliciting book donations. The committee is ready for an increase in sales at the satellite sales during December.

Membership (Vicki)

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

Adult	201
Senior	86
Life	58
Patron	5
Sustaining	29
Youth	3
Family	161
Friend Donor	6
Foundation Donor	699
Total	1248

Nominating (Bobbie)

The nominating committee has received an application from Rob Rabb, who volunteers as a book sale cashier. Bobbie will be speaking to him regarding serving on the board.

Scholarship Committee (Roz)

Stasi reported that Joyce will be promoting the 2010 scholarships beginning in January. Applications will be due at the end of March and scholarship winners will be determined at the end of April.

Liaison Reports

Liaison to the Durham Library Foundation (Angela)

As a result of recommendations from an audit review, the Foundation is making a few small adjustments to its portfolio. The Foundation board is moving ahead on the campaign feasibility study.

Liaison to the Durham Library Board of Trustees (Wendell)

No report.

Old Business

Tote Bags

The board voted to purchase 150 tote bags at \$5 each. The bags, which will have a design that is similar to the Book Club tote bags, and they will be green, similar to the color of the Friends logo. The bag design should also include the library URL. Bags will be sold for about \$12 at each of the libraries. One suggestion was to sell a tote bag plus all the books that could be put into it for a fixed price on bag sale days at the book sales.

New Business

Duke Friends: Donation Day

Gerry reported that we need to be more definite about what we want to do and when we want to do it for collecting used books at Duke. The Duke Friends are very willing to let us use Duke as a collection point for books. Angela reported that Carol is happy to take text books – some will sell and the remainder can be sent to Mini City. Angela will discuss the Donation Day idea with Jane and Carol to find out when the best time for the event would be, given that a sale is scheduled for the beginning of April. She will also find out how many volunteers Jane and Carol think they would need, and ask them for ideas about transporting donated books back to the Main library. We won't need as many volunteers as we originally thought if we're willing to take text books. The Friends board will be responsible for the university sites and for transporting collected books. We also need to work with the Duke Friends to see if we can get ads into the various Duke publications at reduced rates. Andre will look into having a similar collection day at NCCU.

Duke: Community Day

The Duke Hospital Auxiliary isn't interested in having other organizations holding long-term sales in the hospital. However, Duke does have Community Days, in which organizations can pay a \$25 fee for a sales table somewhere in the hospital. Aside from the \$25 fee, organizations can keep all of their proceeds. Most of the customers for these sales are university employees. Community Days do not occur on a regular schedule, but we are on the list to be notified when the next event is scheduled.

Poinsettias

Jeff had the poinsettias in his car. Board members volunteered to deliver the plants to the various libraries.

Recognition of Library Staff

The consensus of the board is that we would like to do something to recognize the library staff, outside of the proposal that we have asked staff to resubmit in the spring. Possible dates include National Library Day, which is in April, and the Staff Development Day scheduled for a morning in May. In January, Ann will investigate options for cookie trays or other treats. Our budget would be approximately \$500-\$750. Stasi will tell us how many staff are at each library.

Library News (Skip)

Skip is attending the Urban Library Council Partners for Success Conference in Nashville, TN, with County Commissioner Michael Page. Stasi presented Skip's report.

Hot Spot Cafe

Joel White will be meeting with the library Administrative Council to discuss the Hot Spot Café. Current plans for the former A.V. space on the first floor include moving the current computer lab to the 2nd floor because of the lack of supervision on the 1st floor. The teen area would be moved to the back of the former A.V. space. The space would also house the page sorting area, the page supervisor, and the Friends satellite book sale, with the Hot Spot café at the front of the space. Friends board members expressed concern about the plan for moving the teen area in close proximity to the Hot Spot café.

Concerns include:

- If the teen area is close to the Hot Spot café, the café will become a teen hangout.
- Because it will be close to the main library entrance and the circulation desk, the teen area will set a tone for the library.
- Will the teen space be supervised?
- This plan is not what we were told was going to happen when we agreed to fund the Hot Spot café project and the teen furniture project.

Aviva will send a message outlining the board's concerns to Joel White and Skip Auld before the Admin Council meeting on December 9.

Representatives from the Durham County Health Department will attend the Dec 9 Administrative Council meeting to discuss offering healthy food options in the vending machines.

Library Openings

Southwest library is scheduled to open on May 24, while South is scheduled to open June 21. Gina Rozier will be scheduling a series of community meetings starting in January to discuss and plan for the openings.

County Commissioners

The county commissioners will recognize Jane Goodridge at their meeting on January 11 at 7:30 in the county commissioner chambers.

AEDs

An AED has been installed on the 2nd floor at the Main library. Stasi showed the board the 2nd AED, which will be installed at Sanford L. Warren.

Adjournment

Aviva adjourned the meeting at 8:50 p.m. The next board meeting is scheduled for January 6 at 7:30 pm at the Main Library.

Submitted by Vicki Hertz