

**Minutes of the Board Meeting
(FMTL) Friends of the Michigan Tech Library
Thursday, March 3, 2016, 4:00 PM**

Present: Michael Bonnici, Don Durfee, Eloise Haller, Karen Hubbard, Amy Hughes, Kelly Luck, Mary Marchaterre, Ellen Marks, Dana Richter, Steven Walton, Kevin Waters

Absent: Susan Martin, Faith Morrison, Holly Nemiroff

Chairperson Amy Hughes called the meeting to order at 4:00ish pm.

1. Minutes

- The minutes of the January meeting were reviewed and approved with minor corrections. Motion was by Mary and seconded by Eloise.

2. Treasurer Report (Kelly Luck)

- The treasurer's reports for January and February were reviewed and approved. Motion by Don and seconded by Kevin.
- The January report of the Michigan Tech fund account showed \$125 in donations from Alumni and \$50 from Friends. There was an administrative fee of \$6.97. Balance is \$808.45. In the Friends account, \$63.93 in book shelf sales. Friends balance is \$12,117.58. Total balance is \$12,926.03.
- The February report of the Michigan Tech fund account showed \$238.02 from Econo Foods. Balance is \$1,046.47. In the Friends account, \$36 in note card sales, \$65 in a blanket sale, \$24.78 in book shelf sales, \$70.75 in note card sales at Winter Carnival, \$436.31 in book sales at Winter Carnival and \$212.71 in Winter Carnival donations. \$300 was paid for our new large sign. Friends balance is \$12,663.13. Total balance is \$13,709.60.

3. Old Business

- a) **2016 Annual Book Sale** - April 8 (5-7pm) and April 9th (10am-4pm, bag sale 3-4) at the Opie Reading Room
- **We need plastic and paper bags.**
 - Work bee – not needed so far.
 - Moved the event to the Opie Reading room.
 - Amy put the signup sheet on Google drive and passed it around during the meeting.
 - Suggested we use the rolling carts used during the Winter Carnival sale.
 - Kelly Luck will work with Carol Makkonen about the space. Check that there are banquet tables available, might ask Facilities.
 - Need to corral people away from the event till we are ready. Also, corral people away from staircase and our books.
 - We will accept cash and checks but not credit cards.
 - Mary Marchaterre will send info about table tents to Steve Walton and Mike Bonnici. Steve Walton will work with Chad on redesigning and updating the table tents. Once complete, Ellen Marks will have them printed. Mike Bonnici will pick them, fold them and distribute to the dining halls before the event.
 - Advertising:
 - Amy Hughes will do an interview with the Daily Mining Gazette at least a week ahead.
 - Steve Walton will send info. to EDS, Library calendar, etc.
 - Mary Marchaterre will send to Tech Today.

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- Volunteers:
 - Mike Bonnici will contact USG.
 - Kevin Waters will contact GSG.
 - Faith Morrison can contact SIS and other groups.
 - Kelly Luck will contact volunteers from previous events.

b) Annual Winter Carnival book sale - recap

- Need more \$5's and \$10's.
- Steve Walton will fix the sign on the donation can – make our name bigger.
- We should print statue maps and year's slogan.
- Needed more plastic bags.

4. New Business

- a) Library donor benefits discussion was held with Ellen Marks.

Next Meeting is **Thursday, March 31, 2016 at 4pm**

Meeting adjourned around 4:50pm

Art Committee= Hubbard, Marks

Audit Committee= Hughes, Marchaterre

Book Sale Committee= Haller, Luck, Martin, Richter

Book Shelf Committee = Haller, Hubbard, Nemiroff.

Budget Committee= Durfee, Luck, Richter

Newsletter and Website= Morrison

Travel Grants= Durfee, Martin