Minutes of the Board Meeting  
Friends of the J.R. Van Pelt and Opie Library  
Thursday, October 2, 2014, 4:00 PM

Present: Don Durfee, Eloise Haller, Karen Hubbard, Amy Hughes, Kelly Luck, Mary Marchaterre, Ellen Marks, Susan Martin, Faith Morrison, Kevin Waters  
Absent: Adrienne Minerick, Dana Richter

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

1. Minutes
   ● The minutes of the September meeting were reviewed and approved. Motion was by Kelly and seconded by Susan.

2. Treasurer Report (Kelly Luck)
   ● The treasurer’s report for September was reviewed and approved. Motion by Mary and seconded by Faith.
   ● Received the check from Econo Foods for $183.19 and paid an administrative fee of $15.96. Two blankets were sold for $130 and book sales were $192.44. The Book Shelf Sales chart shows that current sales are better than the past three years.
   ● Budget: Motion by Sue and seconded by Ellen to approve the budget with the following changes was passed.
     a. It was requested to remove the Library Scanner and Transfer to Reserve lines from Expenses.
     b. Under Library request, a new line for $200 for Travel Grant Food was added. This would leave $2,800 for other Library requests.

3. Old Business
   a) Annual Book Sale (Tuesday/Wednesday April 7-8, 2015)
      b) Make a Difference Day (Saturday, October 25) – Kelly will check with Dana about this event.
      c) Fall Newsletter articles are due
         ● Mary will send Econo Food article to Faith.
         ● Ellen will send in Library update article to Faith.
         ● Faith will send out newsletter before she heads out of town. Amy will follow up on any printing questions.
      d) Annual Meeting – Oct 23 Thursday – 4:30-6pm – East Reading Room
         ● Reviewed flyer and suggested some changes – remove the ‘For more information..’ at the bottom and add a note about our business meeting. Amy will talk to Randy about the changes. Flyer looks great. Once done, it will be sent out to the Board.
         ● Amy had the meeting put on the University calendar.
         ● Amy will send in a note to Tech Today.
         ● Amy passed around a signup sheet for the event and will email it before event as a reminder.
4. **New Business**
   a) Board expressed their gratitude to Deb Charlesworth for all of her efforts on behalf of the Friends of the Van Pelt Library.

5. **Additional Items**
   a) Mary will send an article to Tech Today about donating books.
   b) Faith will add Holly Nemiroff to the email list.
   c) Amy will send an email to USG about signing up an undergrad rep.

Next Meeting is Thursday, November 6, 2014
Meeting adjourned 4:40PM

Art Committee=Ellen, Karen,
Book Sale Committee=Dana, Adrienne
Budget Committee=Kelly, Don, Dana
Audit Committee=Amy and Mary
Newsletter and Website=Faith
Travel Grants=Don Durfee, Susan Martin

Submitted by Mary Marchaterre