

Minutes of the Board Meeting
Friends of the J.R. Van Pelt and Opie Library
Thursday, February 12, 2015, 4:00 PM

Present: Eloise Haller, Amy Hughes, Kelly Luck, Mary Marchaterre, Ellen Marks, Faith Morrison, Dana Richter, Kevin Waters

Absent: Don Durfee, Karen Hubbard, Susan Martin, Adrienne Minerick, Holly Nemiroff

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

1. Minutes

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

2. Treasurer Report (Kelly Luck)

- The treasurer's reports for January were reviewed and approved. Motion by Mary and Eloise.
- \$4,900 was transferred from the Tech Fund Account to the Friends Account. More will be transferred later on. If you transfer more than \$5,000 then an additional signature is required. Balance is \$915.10 in the Tech Fund Account and \$13,305.43 in the Friends Account.
- Administrative fees of \$32.59 were applied to the Tech fund Account – these represent three months of fees.
- Received \$20 donation from an alumnus.
- \$30.80 was received from the book shelf sales (net after taxes). \$204.55 was expensed for the table tents.
- Book Shelf sales are higher than previous two years.
- Hot Chocolate sales were lower than last year but still great.

3. Old Business

a) Annual Winter Carnival book sale recap

- Book/Note Card Sales were \$292.55 and Donations \$197.35.
- Another donation can was recommended for cashier/book table.
- Suggested hard candy and gummi candy be provided as a gluten free alternative.
- From now on we should reserve all children books for the Hot Chocolate sale.
- Kelly will investigate the cost of a 'Friends' table skirt for the cookie table.
- A motion by Faith and seconded by Kelly to purchase a poster foam board about the Friends Blanket was approved. The poster will be displayed in the Library during Alumni weekend, Parents weekend, etc. Eloise will coordinate the design with Chad and Travis and Ellen will have it created.

b) Annual Book Sale (Tuesday/Wednesday April 7-8, 2015)

- Eloise will coordinate changes to signs and prices. Below are the changes:
 - \$1.00 for DVD
 - Free for VHS and cassettes.
 - Our original design will be used for the book sale signs and the new design will be used for the book shelf.
- Faith will contact student groups about volunteering.
- We need more books – contact retirees to see if they have books to donate.

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- Mary will send an email to Tech Today about needing more books.
- Kelly will send in to The Daily Mining Gazette under club news the need for more books.

4. New Business

a) Library update by Ellen Marks

- Grad Student area has no signage. Kevin will do a survey to find out the need of graduate students about the area.
- Ellen will write an article for the newsletter about all of the wonderful changes in the library.

5. Miscellaneous

- Eloise will coordinate redesign of table tents for next year.
- **Newsletter: Faith needs article by March 1.**

Next Meeting is Thursday, March 5, 2015

Meeting adjourned 5:50PM

Art Committee= Hubbard, Marks

Audit Committee= Hughes, Marchaterre

Book Sale Committee= Minerick, Richter

Book Shelf Committee = Haller, Hubbard, Nemiroff.

Budget Committee= Durfee, Luck, Richter

Newsletter and Website= Morrison

Travel Grants= Durfee, Martin