

**Minutes of the Board Meeting**  
**Friends of the J.R. Van Pelt and Opie Library**  
**Thursday, September 11, 2014, 4:00 PM**

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

**Absent:** Don Durfee

**Guest:** Holly Nemiroff

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

**1. Minutes**

- The minutes of the May meeting were reviewed and approved. Motion was by Mary and seconded by Eloise.

**2. Treasurer Report (Kelly Luck)**

- The treasurer's reports for May, June, July and August were reviewed and approved. Motion by Faith and seconded by Susan.
- May – paid for the yearly leisure reading, bought 2 paintings and paid the expense for the Poet Laureate visit. Book cart sales were 39.87. Also, paid administrative fee of \$38.09.
- June – Paid the administrative fee of \$15.94. Sold \$195 worth of blankets (3) and received \$20.52 in book cart sales.
- July – Received \$50 in donations from alumni. Sold \$390 worth of blankets (6). Paid \$400 to the Archives travel grant.
- August – received \$36 in note card sales from Isle Royale & Keweenaw Parks Association and paid \$750 to leisure reading.
- Total balance of both accounts is now \$13,942.21.
- The Book Shelf Sales chart on the back of the August report shows that the new book shelf signs area working and that sales are improving.
- A motion by Faith and seconded by Mary to transfer \$3,000 from the Tech Fund account to Tech Friends account was approved.
- The Tech Fund has applied the July and August administrative fees and should show on next report.
- The budget will be discussed next month.

**3. Old Business**

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

- Remove VHS from any sale signs and literature. We will not be accepting VHS in the future. If we receive any, we can give them away at the Hot Chocolate event.

**b) Make a Difference Day (Saturday, October 25) – will discuss at next meeting.**

**c) Banner for Bookshelf - Eloise**

- A motion by Faith and seconded by Mary to purchase the harder material for the final bookshelf banner was approved.
- Eloise showed the new collateral material. It was suggested that Michigan Tech needed to be added to them and a small capitalization error to be corrected. The new colors, font, logo and layout were great. Thanks to Randy Harrison and Eloise for their hard work in creating our new aesthetic look and branding.

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**4. New Business**

**a) Resignation from the Board.**

- Deb Charlesworth has resigned from the Board.

**b) Fall Newsletter –due before Annual Meeting**

- It was suggested that we add return envelopes to the newsletters.
- Articles to send to Faith:
  - i. Econo Food – Mary
  - ii. Annual Meeting - Amy
  - iii. Library Update – Ellen Marks
  - iv. Art pieces and pictures – Karen
  - v. Donation from Patricia Van Pelt – Faith
  - vi. Leisure Reading – Ellen Marks
  - vii. Bookshelf – Eloise
  - viii. Sept 30 talk by Carol MacLennan – Susan

**c) Speaker for Annual Meeting, Annual Meeting date**

- Oct 23 4:30-6:00 East Reading room
- Nancy Barr has agreed to be our annual speaker.
- Marks will check that we can use the East Reading room

**d) Refreshments for Sept 30 book 4-6pm discussion: Hawaii's Sugar Industry by Carol MacLennan**

- Faith and Mary will bring some cookies/appetizers.

**5. Additional Items**

- a) Audit will be done in November.
- b) Received \$183.93 from Econo Foods.
- c) Adrienne talked about holding a targeted blood drive for the UP Regional Blood Drive. She will investigate it further.

Next Meeting is Thursday, October 2, 2014  
Meeting adjourned 5:00PM

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