

Minutes of the Board Meeting
Friends of the J.R. Van Pelt and Opie Library
Thursday, October 8, 2015, 4:00 PM

Present: Amy Hughes, Don Durfee, Eloise Haller, Kelly Luck, Mary Marchaterre, Susan Martin, Holly Nemiroff, Kevin Waters

Absent: Karen Hubbard, Ellen Marks, Faith Morrison, Dana Richter

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

1. Minutes

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

2. Treasurer Report (Kelly Luck)

- The treasurer's report for September was reviewed and approved. Motion by Mary and seconded by Susan.
- The September report of the Michigan Tech fund account showed \$250 in donations from Friends and a \$5.10 administrative fee. In the Friends account, \$21.70 of book shelf sales was reported. \$735 was paid for art, \$166.00 in printing and posting and \$48.99 for mailing charges. Total balance is \$12,238.52.
- The budget was reviewed and approved. Motion was by Mary and seconded by Eloise.

3. Old Business

a) Annual Book Sale

- 2016 Annual Book Sale April 8 (5-7pm) and April 9th (10am-4pm, bag sale 3-4) at the East Reading Room in the Library.
 - A student will stay overnight on Friday to protect the books.
- Changes to the book sale documents.
 - Susan will send in changes to signs to Chad Arney to pass onto student.
 - Mary will send changes to table tent to Chad Arney to pass onto student for redesign.
- Make a Difference Day – Oct 24 Saturday 9am – 1pm
 - Kelly and Eloise will supervise the students during this event.
 - Kelly sent in the paperwork for the event, so all set.
 - Kelly will be morning supervisor from 9am till 11. She will bring in pop and cookies. Eloise will supervise the afternoon shift and order and pay for the pizza around noon.
 - It was suggested that signs be created for Winter Carnival books and bookshelf books, so it will be easy to locate them when needed.

b) Annual Meeting – Thu Oct 29 4:30pm

- Susan is preparing the flyer for this event. She will send out a pdf version to the Board.
- Amy will have the event put on the university calendar.
- Kevin will send in a Tech Today article.
- Faith will put the event on our website.
- Ellen will have the event put on the Library calendars and websites.
- Amy passed around a signup sheet and will email to Board. She suggested we arrive early to the event.

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- Mary will have the Annual Meeting put on Daily Mining Gazette calendar.

4. New Business

- a) Need for more current and popular books for the Book Shelf
 - a. Mary will send a Tech Today article about donating to us.
- b) Reach out to local books clubs for new board members
 - a. Susan will contact 9 books clubs about attending our Annual Meeting, book sale, etc.
- c) Web Page has changed
 - a. Kelly will check to see if the new web site can have our designation populated when making a gift through our web site.

5. Informational/Open Items

- a. Econo Foods slips for \$17,214.79 were dropped off – look for a check in January for about \$172.15.
- b. Kelly will send a thank you note to Adrienne.

Next Meeting is **Thursday, November 5, 2015 at 4pm**
Meeting adjourned 5:00pm

Art Committee= Hubbard, Marks
Audit Committee= Hughes, Marchaterre
Book Sale Committee= Richter
Book Shelf Committee = Haller, Hubbard, Nemiroff.
Budget Committee= Durfee, Luck, Richter
Newsletter and Website= Morrison
Travel Grants= Durfee, Martin