

Meeting Minutes, Friends of the Durham Library Board
14 October 2010, 7:30 p.m.
Auditorium, Main Library

Attending Board Members: Ann Wilder, presiding; Mary Auen; Betty Danielson; Roz Grace; Vicki Hertz, Janet Hessling; Tara Lake; Jeff Laufenberg, Rob Rabb; Martha Scotford, Aviva Starr, Andre Vann.

Also attending: Anastasia Bush, Library Development.

Call to Order

Ann Wilder called the board meeting to order at 7:30 p.m.

Approval of Minutes

The board approved the minutes of the September 2010 meeting.

Treasurer's Report (Jeff and Betty)

Jeff reported the following for 2010-2011 year-to-date:

Year-to-date income:	\$23,601.70
Year-to-date expenses:	\$38,217.15

Jeff also reported the following for September 2010:

Monthly income:	\$14,405.59
Monthly expenses:	\$19466.78
Checking account balance:	\$11,220.84
Savings account balance:	\$67,885.89

Income for September included \$4200 from the Foundation for Friends memberships and \$1259 Sales & Use Tax refund. Expenses included \$1112 for tote bags and \$17,260 for the disc repair machine.

Stasi was contacted by the Triangle Community Foundation. During 2008, the Triangle Community Foundation misallocated some funds, which affected the Durham Library Fund. As a result, the Durham Library Fund has an unrealized loss of \$2294.85.

The Triangle Community Foundation also reminded Stasi that we need to keep our records with the Foundation up to date, including the names of the current officers.

We have two options with the Durham Library Fund: we can have our income from the fund disbursed on a quarterly basis, or we can reinvest our income in the fund. Currently, income (about \$300 per quarter) is deposited into the Friends checking account. The board voted to change our option so our income will be reinvested. This option can be changed at any time.

The board approved the treasurer's report.

Standing Committee Reports

Book Sale Betty deposited approximately \$25,000 from the October book sale. This includes \$1600.00 that Betty withdrew for making change. Bills for book sale expenses are still coming in.

Gerry, Stasi, and Ann met with Priscilla Lewis to discuss book donations and the situation at the branch libraries. The library staff seems to be happy, and for now book donations seem to be under control.

Book Sale Publicity (Roz) Roz had further discussions with the Art Walk people, and it turns out that our organization really doesn't qualify for a table, but they will make an exception for us and

give us a table at the Spring 2011 Art Walk. The Fall event will be very small, and there won't be room for us.

Membership (Vicki)

Vicki reported the following membership numbers for September 30, 2010:

Adult	219
Senior	104
Life	61
Patron	13
Sustaining	31
Youth	7
Family	149
Friend Donor	5
Foundation Donor	<u>635</u>
Total	1224

Ann stated that she is going to meet with Ann Craver, and one of the things to be discussed is how we can send membership renewal letters and fund-raising letters to life members without conflicting with the Foundation's fund raising activities.

Nominating (Aviva) Aviva asked that people who know they are leaving the board within the next year to please let her know so the nominating committee can begin identifying replacements.

Liaison Reports

Foundation Liaison (Roz) The Foundation met, and the new campaign is underway. Honorary co-chairs are Mr. Kelly Bryant and Mrs. Mary Duke Biddle Trent Semans. The Foundation is searching for a new investment manager.

Board of Trustees Liaison (Wendell) No report.

Old Business

Vending Machines Rob is working with the vending machine company to get a refund for the coffee machine and have it removed. The vending machine company owes us a refund of about \$3000. The machine must be on a pallet before it can be removed, and Rob is working on finding a way to get it on a pallet.

Stocking and shopping issues have not been resolved. Stasi will ask Joel about the exact steps he takes to shop for supplies and stock the machine, and she will write up job descriptions, including time requirements, that we can use to recruit volunteers for shopping and stocking. The board decided that we should see if we can find volunteers among the book sale cashiers before asking Elsa to go to her list of library volunteers.

New Business

National Friends of the Library Week October 17-23 is National Friends of the Library Week. At Roz's request, Stasi and the library staff have created posters that publicize the work of the Friends. These posters will be displayed in all the libraries.

Conversation with Wilmington, NC Friends The Friends of the Wilmington, NC library have invited representatives from the Durham Friends to visit Wilmington and share information about our book sales. The Wilmington Friends make about \$65,000 per sale, but their sales extend over 5 days and they accept credit cards. They turn over their proceeds to the library and have

no voice in how the money is spent. The Wilmington Friends would like to hear about our proposal process and how it works. Stasi will get back to them and let them know that we would like to meet with them.

Discussion of Staff Proposals Ann reported that the Foundation has several small endowments, and they would like to see if any of the proposals submitted to the Friends could be funded out of these endowments. Ann emphasized that the Friends would take the lead in this process.

Discussion of staff proposals:

AEDs for South and Southwest. No questions.

Young Adult Book Club Kits. Stasi will ask staff members to come to the November board meeting to discuss this proposal. How many teen book clubs exist now? Who organizes them? Have teen-parent book clubs ever been considered?

Main Children's Furniture. Ann said that she checked out the children's furniture in Main and it is in really bad shape. Why isn't the proposed furniture as "snuggly" as the children's furniture at the regional libraries?

Nook Book Club Kits On Demand. Stasi will ask staff members to come to the November board meeting to discuss this and the Nook e-readers proposal. What happens if a patron breaks a Nook? Who is responsible – the person who checked out the book club kit? Would Nook book clubs work the same as regular book clubs? We'd like details about procedures – how would the library ensure that the Nooks wouldn't be stolen? Does the library have sufficient IT staff to maintain the Nooks?

Nook e-Readers in the Library. Same questions as the Nook Book Club Kits proposal.

Comic Fest. No questions. The main speaker has already been booked. The booking will be confirmed if we agree to fund this proposal.

Great Durham County Teen Fine Read-Down. No questions.

Teen Volunteer Program. Why can't middle school students volunteer for 2 hours?

Display Case. No questions.

Second Roving Computer Lab. Does the library have sufficient IT staff?

Selena Warren Wheeler Collection Development Analysis. No questions.

The meeting was adjourned at 8:55.

The next meeting will be on November 11 at **7:00pm** in the Main Library auditorium.

Respectfully submitted by
Vicki Hertz