

## **Friends of the University Libraries, Western Michigan University**

Minutes

April 4, 2011

Present: A. Dunn, Fitzgerald, Garland-Rike, Gedeon, Houghton, Sheldon, Steuer, Timmerman, Zastrow

Meeting was called to order at 2:00

Agenda was approved (Houghton/Garland-Rike)

Minutes were approved as amended (Houghton/Dunn)

### **New Business**

#### Treasurer's Report -

Gedeon distributed a printed report from Smith. Changes since last month include expenses of \$118.00 for postage and \$100 for exhibit insurance and the addition of membership renewals. The balance as of April 4, 2011 was \$18,688.52.

#### Website – Fitzgerald

- Sheldon will send info on annual meeting to Fitzgerald for inclusion on the website.
- Steuer will send info on OSU exhibit to Fitzgerald for inclusion on the website.

#### Events/PR – Steuer

- Manuscript collection from Ohio State for Medieval Congress –The exhibit will stay over on the afternoon of Sunday, May 15 for Friends members to view. The room will be busy with talks all other times.
- Faculty talk with Ken Steuer – A small but interested group attended.
- Finals Finish – April 25<sup>th</sup> and 26<sup>th</sup> (and early AM April 27) shifts:
  - Garland-Rike and Zastrow – 10:00 – 12:00, April 25<sup>th</sup>
  - Smith – 12:00 – 2:00 AM, April 26<sup>th</sup>
  - Sheldon – 10:00 – 12:00, April 26<sup>th</sup>
  - A. Dunn – 12:00-2:00 AM, April 27

A motion was made and passed to contribute \$50.00 towards expenses for Finals Finish (Houghton/Garland-Rike).

- Fall programs
  - Jen Bervin event with the English department – No dates or details yet. Friends agreed to contribute up to \$150.00 for the event.
  - Behind the Scenes, Music Library - This event will be scheduled for Fall 2011 or Spring 2012 depending on other events.

- Ladies Library event – Houghton will follow up to see if we can co-sponsor Jeff Abshear’s (Kalamazoo Book Arts Center) presentation with the Ladies Library Association if they are going forward with one.
- Faculty Talk – Steuer would like faculty member to not be from the History department this time. It was suggested that the event with the Ladies Library and Jeff Abshear (also of the Gwen Frostic School of Art) could be the Faculty Talk program. Houghton suggested finding a way to ask faculty for volunteers. Steuer suggested Jamie Gordon and Garland-Rike suggested Stu Dybek. Garland-Rike will follow up with Dybek. Fees will be an issue with both Gordon and Dybek.

#### Nominating-Sheldon

- Positions are all filled for next year with the exception of a student member. Houghton will follow up on this.
- Suggestions for the following year include Christine Ballard and Caren Dybek. Garland-Rike will follow up with Dybek to see if she has any interest.
- Membership list was forwarded to group but may not be complete. Some memberships come in through the development office.

#### Awards – Garland-Rike

- No decision yet on LSAB/Friends student scholarship recipients.

#### Annual Meeting – Steuer/Sheldon

- Sheldon, Steuer and Houghton will handle final details with Linda Kubinski from KPL Friends.
- WMU Friends will handle speakers – KPL Friends will handle set-up.
- Need photos for program and poster.

### **Old Business**

#### New membership recruitment – Steuer

- Letter will go out after end of semester.
- More work will be done with suggestions from LSAB.

#### Archives Building – Houghton

- Houghton reported that with changes in the development office there is currently no one assigned to handle the new archives building.
- Fundraising may involve going to local foundations. If this happens, the Friends could write a letter of support.
- Sheldon suggested that Friends need to seize the moment and present programs, etc. to help raise money for the new archives building and approach Joe Reisch to offer help.
- Steuer suggested that the Friends could concentrate on raising money from smaller donors with a dinner or other event. This may not require permission from the University.

## **Other Business**

### Volunteer and Donor Reception

- Steuer suggested that the Friends consider hosting a small annual reception for library volunteers and donors.

### Gatherings

- A question arose about the status of Gatherings.
  - The last issue of Gatherings was mailed out but some Friends had not received it.
  - Steuer reported that Friends have not stopped funding Gatherings at this point, but Library Administration is investigating ways to cut costs and perhaps go to a primarily electronic publication.

The next meeting is May 2, 2011.

Adjourned at 3:00.

Beth Timmerman  
Secretary