

Friends of the University Libraries Board Meeting, October 1, 2007, 111 East Hall

Present: David Sheldon, presiding, Regina Buckner, Sharon Carlson, Gregory Fitzgerald, Warren Fritz, Kathleen Garland-Rike, Randle Gedeon, Thomas Seiler, Susan Steuer.

Approval of Agenda

The agenda was approved as presented. (Carlson/Fritz)

Approval of Minutes of the Sept. 10, 2007 Meeting

The minutes were approved as corrected and amended. (Fitzgerald/Garland-Rike)

Current/New Business

Welcome/Announcements

Sheldon announced that the Bertman lecture details have been finalized. He will email a flier for review. .

New FUL Membership Application form/Guidelines

Sheldon reviewed the membership application form. There was discussion on several points and modifications needed. The reference to the book sale needs to be deleted. It was suggested to expand options to include references to payroll deduction, library tours, additional line to recognize household memberships.

Sheldon discussed with Gerow the sequence of events about a calendar membership year. She was delighted. There will be a December 1 mailing. There was also discussion about dropping names of lapsed members from the mailing list. Gerow currently sends two reminders. Gerow would like direction on when to delete people from the membership list. Sheldon indicated one letter would be sent after January because of the Foundation's cycle. The second request will be the renewal mailing of the next year and will be their final reminder. Sheldon will discuss this with Gerow.

Finalizing LSAB Grant Details/Procedures

Garland-Rike provided copies of the application. Seiler reviewed the process the role of LSAB in the process. They supply two members of the committee and help publicize the award. There was discussion on several points. It was decided that applications must be at least two pages but not more than three pages. Awards are contingent on University approval. It was suggested that applications be accepted throughout the year and at least four weeks before payment is due. Sheldon and Garland-Rike will continue to edit the form and get another draft to the Board for review.

Newberry Fund Request

Steuer briefly discussed the Sacred Steps exhibit in April 2008. Steuer discussed the cooperative purchasing program that the University Libraries has with the Newberry Library. Western may pay for one-half to one-third of the cost of the manuscript. They are housed at the Newberry unless a scholar needs to use the manuscript at Western. There is interest in displaying some of the manuscripts for the Medieval Congress in 2009. It would require extra insurance. A motion was made and approved to support this effort with \$200 to cover the cost of insurance for a visiting manuscript exhibit in 2009. (Carlson/Seiler)

Discussion of other Event Possibilities

Fritz distributed minutes from the meeting. There is great interest in having a book appraiser for a program. It will not replace the spring meeting. Sheldon will explore this idea with Dr. James

Best. A suggested time for the event is March. It was also suggested that this be explored as a possible fundraiser.

Finalizing Details on Fall event

Sheldon distributed the draft flier for the *Biofuels and Our Future Energy* program. There were suggested modifications. Sheldon will contact University Relations about publicizing the event.

Old Business

Recommendation for Bettina's "Gift"

Carlson reported that she is getting new estimates based on using additional student labor. It should reduce costs.

Meeting adjourned at 3:45 p.m.

Minutes taken by S. Carlson.