

## **Friends of the University Libraries Board Meeting, May 4, 2009, 111 East Hall**

**Present:** Buckner, Fitzgerald, Garland-Rike, Gedeon, Jung, Sheldon, Timmerman, Zastrow

### **Welcome/Announcements**

Garland-Rike called the meeting to order at 2:01 and welcomed everyone.

### **Approval of Agenda**

Garland-Rike suggested amending the agenda with the addition of two items of new business:

A special thank you for Sharon Carlson, who has provided refreshments for every Board meeting during her tenure as Board Secretary and the summer meeting schedule. A motion was made to approve the agenda as amended. (Garland-Rike, Zastrow)

### **Approval of Minutes**

The minutes were approved as amended. (Zastrow, Jung)

### **New Business**

#### Treasurer's Report

Buckner gave a verbal report. We received \$735.00 in membership renewals for 18 members. There were expenditures of \$64.26 for postage. The current balance is \$18,039.66. Buckner will give a yearly report at the annual meeting on May 13.

#### Committee Reports

Website – Garland-Rike reported that *Gatherings* was not yet available on the website. Timmerman will follow up with Michael Whang to see if he received the pdf of the latest issue. Timmerman reported that updates have been made to the Board Members page.

Annual Meeting – The agenda for the annual meeting was reviewed. The meeting is expected to take 15 minutes. The final agenda item will be the presentation of the Honorary Lifetime Friends of University Libraries Membership to Kathy Gerow. Garland-Rike will introduce Reish, who will introduce President Dunn. Linda Dunn will not attend. Buckner reported that refreshments have been arranged for.

### **Old Business**

Trip to Gerald Ford Museum – Zastrow agreed to take charge of plans for the event. She will investigate upcoming exhibits for summer and fall. It was preferred that a date be chosen when museum director, Elaine Didier, will be available for a tour. Zastrow will report at the next meeting.

Energy Event – Garland-Rike relayed a suggestion she received from Steuer to move the energy event to winter or spring. Two events are already planned for fall, Carlson and Steuer presenting new acquisitions of the Archives and Special Collections and an event featuring two faculty members who are working on books about literature and dress. It was agreed to postpone the energy event.

### **Other Business**

Mailing to Members – It was agreed that the renewal letter needs to be updated. Suggestions for the new letter include: avoid stating in the first sentence that membership has expired, thank for past support, use a bulleted list to highlight examples of Friends support of Library events and staff (Shared Waters, Sacred Steps, staff awards), mention the website, Friends events.

Gatherings – Garland-Rike questioned who receives Gatherings. Buckner reported that there is a list that can be viewed. It goes into a University database. Names can be added but it is difficult to remove them.

Thank you to Sharon Carlson – Garland-Rike asked for suggestions for thanking Carlson, who is leaving the board, for continuing to provide a place and refreshments for meetings. Sheldon suggested a thank you note from the board president and occasional donations from board members for the refreshments. Garland-Rike will bring a card to the next meeting for member signatures.

Summer meetings – It was agreed that the board would not meet again after the annual meeting until August 17 at 2:00 pm. The September meeting will take place on the 14<sup>th</sup> at 3:00 pm. The meeting schedule will return to the first Monday of the month at 2:00 in October. The FOL calendar on its website will be changed to reflect the new meeting times.

Meeting adjourned at 3:06 (Zastrow, Jung)

The next meeting is the annual meeting on May 13, 2009 at 3:45 in the Meader Rare Book Room.