

## FRIENDS OF THE LIBRARY

Board of Directors meeting August 17, 1998.

Meeting was called to order by President, Ann Albrecht, at 4:08 p.m.

Those present for the meeting were Ann Albrecht, Mary Ann Lipford, Glenda Stone, Ken Jones, Pat Cockerell, Mary Ann Westbrook, Mike Moser and Patricia McClanahan.

Those absent from the meeting were Dennis Jones, Nedra Maddox, Ivy Lou Cleveland and Frank Ewell.

## OFFICER REPORTS

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The President, Ann Albrecht, reported that she was still working on the Newsletter it was almost ready to mail out.

The minutes for the July 20, 1998 meeting were handed out and reviewed by the members. Pat Cockerell stated that in the minutes it said that she had not reported on being able to contact Alana Martin to firm up the October 17 date for Dinner in the Stacks. Pat said that even though she was absent for the July 20 meeting, she had sent a report that she had contacted Alana Martin and everything was o.k. on the October 17 date for the author. Pat asked that the minutes be amended to reflect this committee report. Pat Cockerell moved to accept the minutes as amended and Mary Ann Westbrook seconded. A vote was taken and it was unanimous to accept the minutes as amended.

Treasurer, Mike Moser, handed out the Treasurer's report and then went into the report of the Project Funding Committee to recommend ways to spend the \$8689 in the Friends of the Library budget.

## COMMITTEE REPORTS

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### PROJECT FUNDING COMMITTEE -

Mike Moser reported the committee had come up with their recommendation. Pat Cockerell passed around a catalog that pictured a display case they recommended purchasing. The display case costs \$1800 and the committee wants to purchase two of them to display rare books, and also special collections like Dr. King's collection recently donated to the Dick Smith Library. Mike said the committee wants to take \$5000 to set up a Friends of the Library Endowment Fund, and restrict the fund to only use for the Library. The committee wants this fund set up so that if the Friend's Board of Directors wanted to spend it, they could do so without incurring a penalty. The money will go into the Texas A&M

System Endowment Fund so that we can get the best interest on it. Next summer, the committee recommends taking 60% of the money in their budget to buy rare books and then to increase the Friends of the Library Endowment Fund with the other 40%. The question was asked if it would be o.k. to spend the budget totally and leave no money. Mike said that it is o.k. at the end of the fiscal year with the book sale and membership drive helping bring in more money for the new fiscal year. It was brought up that the bookcases would be good publicity for the Friends of the Library and what they are doing. A vote was taken that the name for the fund be Friends of the Library Endowment Fund, and the vote was unanimous to accept that name for the fund.

#### BY-LAWS

Frank Ewell was absent, but had given Ann Albrecht a draft of the Constitution of the Friends of the Dick Smith Library. Ken Jones moved that we present this draft at the Membership meeting and Pat Cockerell seconded the motion. The vote was unanimous to present this draft of the Constitution at the Fall General Membership Meeting on September 17.

#### WAYS AND MEANS

Ann Albrecht gave the report for the Ways and Means Committee that will be called Newsletter Committee after approval of the new Constitution. The Newsletter should come out soon and will be designed to generate interest in the Friends. The envelopes to mail the Newsletter have been ordered. There will be two boxes of envelopes in this order with 1000 envelopes to a box. Pat Cockerell needs some of the envelopes for membership renewals and Glenda Stone needs some of the envelopes for the Book Sale reminders. There was discussion whether we wanted to use the envelopes to mail the Newsletter or just staple the Newsletter and affix the label to it. After discussion, it was decided that we should use the envelopes for this mailing. The Newsletter will cover the General Membership Meeting, the Book Sale, will announce the upcoming Dinner in the Stacks, will have a membership and a committee sign-up tear-off form.

#### BOOK SALE

Glenda Stone reported that she was getting lots of books. Glenda said that she has Mrs. Anderson, Mrs. Maddox and Mrs. Cleveland signed up to get the books on the carts and get things ready for the sale. Glenda will be sending a reminder on the Book Sale to faculty and staff through campus email, will put an ad in the Empire Tribune, the J-Tac, and the Archway. Glenda said that she talked with the person at the Campus Store who said that they were expecting the sale and will be donating books for it. The sale will be September 19.

#### PUBLIC RELATIONS

It was reported that Paula Snider said that Aramark could set up and take

down the tables for the Dinner for about \$58 to \$60. It was agreed that this would be worth the price and we could even raise the price of the ticket \$1 to cover it. Ken Jones reported that we would ultimately need to raise the ticket price since it is hard to make any money on the Dinner with the current ticket price. We would still need to see that the microphone was set up. A vote was taken and was unanimous that Aramark be contacted to set up and take down the tables and chairs, along with catering the meal.

#### MEMBERSHIP COMMITTEE

Mary Ann Lipford said it had been a challenge getting the Membership Committee together for a meeting this summer. The suggestion was made to wait until the week after school starts to hold the membership committee meeting.

#### OLD BUSINESS

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General Membership Meeting.

Will hand out the Constitution and By-Laws at the Fall Membership Meeting. We will have refreshments starting at 6:30 p.m. Ann Albrecht appointed Mary Ann Westbrook and Glenda Stone to a Refreshment Committee to get it set up. Ann asked Ken Jones to preside at the meeting on September 17. The members of the Board of Directors will be introduced, along with the officers. The accomplishments of the Board for this past year will be enumerated. The Constitutional changes will be discussed, the Book Sale will be announced and the Dinner in the Stacks will be announced. People like Mary Ann Lipford, Boyd Collier or Bill Chandler might be called on to give testimonials about the Friends of the Library.

#### NEW BUSINESS.

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There was no new business.

#### NEXT MEETING.

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The next meeting of the Friends of the Library Board will be Monday, Sept. 21, 1998 in Room 221 in the Library. Because of complaints about the difficulty when the Board meeting runs until 5 p.m, it was agreed to change the start time of the meeting to 3:30 p.m.

The August 17, 1998 meeting was adjourned at 5:00 p.m.