

Friends of the Chambers Library Governing Board Luncheon Meeting
Friday, September 26, 2014
12:00 pm. Lillard Conference Room, CL208J

FOL Board Meeting Minutes

Present at Meeting: Carrie Bond, Cheryl Frech, Ted Honea, Randal Ice, David Macey, Jeffrey Musslewhite, Larry Musslewhite, Linda Sealey-Holtz, Habib Tabatabai, Lee Tyner, Nicole Willard

Members Absent: Jessica Sheetz-Nguyen

Called to Order: 12:10 pm

I. Welcome and Round Robin:

Everyone went around the table and very briefly introduced themselves. We welcomed board members attending their first meeting: Randal Ice and Linda Sealey-Holtz.

Ted Honea discussed an impressive collection of music materials procured through a purchase from Broude Brothers, a regular vendor for us in music. Ted was able to purchase them for \$750. Many of the books and journals are extremely rare. He estimates the value at \$25,000 to \$30,000. He is donating many of the materials now and will donate others in the future. This is a wonderful gift for the library!

II. Old Business:

Past Minutes – The minutes from the Spring 2014 board meeting were approved. Motion by D. Macey, Second by L. Musslewhite. Approved by acclamation, with R. Ice and L. Sealey-Holtz abstaining.

III. New Business

1. Interim Executive Director's Report from H. Tabatabai:

“Allow me to start by saying thank you for your service and continued commitment to this worthy cause. In my new capacity, my goal is to continue our across the board efforts to improve our services and offerings. To accomplish that all innovative methods and ideas would be seriously considered.

The implementation of Alma, next generation Library Information System, is

on schedule with an expected go live date of October 13, 2014. Alma is a web/cloud based system which offers many improvements, amongst them an added electronic resource management module (tracked manually in the past), consolidated management tools, a giant leap towards a UCO identity management system, analytical tools, to name a few.

At the same time library discovery system (Central Search) is being upgraded to the latest version which offers many additional enhancements.

In October, Provost Barthell is planning to introduce the members of a special taskforce who would be visioning how a library centered Learning Commons can come to reality. This taskforce will have representatives from all academic and functional areas of UCO.

Provost Barthell is also in the process of forming an exploratory/search committee which will be charged with conducting a national search to select the next Executive Director. This also is expected to take place in October.

With an eye on special needs of online classes and students, CeCE continues to support the library by funding up to \$150,000 in new electronic databases and content. We look forward to expanding this collaboration.”

2. Treasurer’s Report by Carrie

Please see attached report for income and expenditures for FY15 to date.

3. Membership Report by Jeff

As of September we have 84 total members. Member numbers have seen a slight decline due mainly to those members who signed up during the April 2013 book sale expiring after this year’s book sale. Since the beginning of FY 14-15 we have had 6 new members sign up. All of these memberships are at the \$25-\$50 levels. Membership at the levels from \$25-\$100 annually continue to comprise the highest combined number of memberships. We have a total of 51 memberships in these 3 membership levels. These members comprise our most active members, including faculty members and those who annually donation materials to the library. These members continue to be the most consistent group for membership renewals and employee payroll deduction memberships.

It was suggested in the meeting that we look at better advertising the community level memberships to the community.

It was decided that we would move the membership drive, traditionally held in March, to February due to spring break. Because faculty and staff now have the ability to sign up for payroll deduction at any time (used to be only open in March), we can hold the membership drive in any month we choose.

4. Selling of Donated Items

We requested and received permission to sale donated materials through a variety of outlets, such as Half Price Books, a year-round book sale shelf on the first floor of the library, and Amazon, to replace, and hopefully surpass, the revenue from the spring book sale. Carrie and Jeff will be working on getting the mechanisms in place to do this.

5. Fundraiser – Fall 2015

We once again discussed new fundraiser options. It was decided that we would host a “Wine and Palette”-like event, where attendees create a painting, perhaps of Old North, and enjoy wine and refreshments. (Moved by T. Honea, Seconded by D. Macey, unanimously approved) This event will take place in October or November 2015. We will ask local vendors to donate wine, food, and a silent auction to be held in conjunction with the event. We may hold it in the library or at the Melton Gallery.

Other fundraisers we may consider: Bake sale or murder mystery. The Forensic Science program hosts a murder mystery that we may want to check out prior to hosting one.

6. Officers

Ted Honea volunteered to serve as President next year. David Macey volunteered to serve the following term.

7. Fall Events

August 19 – During the first week of school, the FOL supplied popcorn to students in the library as a “welcome back” event.

September 9 – The Student Programming Board hosted their “Build a Broncho” event on the first floor of the library. Students who brought a book to donate to a children’s charity were allowed to stuff a Buddy Broncho stuffed animal. It was wildly popular and the SPB ran out of supplies within an hour.

October 1 – 13 – Some services will be disrupted by the transition to Alma.

October 7 – Dr. Rashi Shukla and students will present “Methamphetamine – The Underground World” as part of a Faculty Research Series.

October 9 – UCO Professor Emeritus Hall Duncan will present about his new book, *Escape to Macaya*, as part of the Faculty Research Series.

Book Spine Poetry Contest – After a very successful Book Spine Poetry Contest for students in Fall 2013, we decided to offer it once again this semester. FOL provides prizes of \$300, \$200, and \$100.

APA, MLA, and CMS Workshops – Librarians have offered and will continue to offer classes in various styles of papers. These have been well attended.

Passport to Russia – The UCO Passport to Russia program has scheduled Library Room 226 each Wednesday from noon until 1 pm this semester through November 19 for a variety of Passport events. We are excited to be able to partner with other programs/entities on campus for events such as these.

8. Contests (Faculty Book Grant, Book Spine Poetry, & Teacher Fellowships)

We are once again sponsoring a Book Spine Poetry contest for students. First prize - \$300, Second prize - \$200, Third prize - \$100.

We successfully awarded two \$2000 research fellowships in Spring 2014. The board agreed to use the \$4000 allocated to fellowships in the current budget to pay faculty to create or update college histories for UCO@125. Nicole is the chair of that committee.

It was decided that we will award one \$1000 Faculty Book grant by the usual application method and one through a Book Spine Poetry Contest for faculty in Spring 2015.

IV. Other Business

The board voted to move the \$650 allocated to the Book Sale in the current budget to Fundraising. (Moved by R. Ice, Seconded by D. Macey, Unanimously Approved)

V. Next Meeting Date: Friday, April 17, 2015, 12:00 p.m.

VI. Adjournment at 1:49 pm.