

Friends of the Chambers Library Governing Board Luncheon Meeting
Friday, April 25, 2014
12:00 pm. Lillard Conference Room, CL208J

FOL Board Meeting Minutes

Present at Meeting: Carrie Bond, Cheryl Frech, Ted Honea, David Macey, Bonnie McNeely, Jeffrey Musslewhite, Larry Musslewhite, Jessica Sheetz-Nguyen, Lee Tyner, Nicole Willard

Members Absent: Randal Ice

I. Welcome and Round Robin:

Everyone went around the table and very briefly introduced themselves. Because we had a couple of members who needed to leave early, we jumped right into the agenda.

II. Old Business:

Past Minutes – The minutes from the Spring and Fall 2013 board meetings were approved by acclamation.

III. New Business

1. Executive Director's Report from Bonnie:

Bonnie: At the request of UCOSA, the library is open 24 hours (Sunday, noon – Friday, 6 pm) the week before and the week of finals.

Bonnie: The library has signed a contract with ExLibris. Their new product Alma will replace the Voyager system that the library currently uses. The system is web based and has an electronic resource management system that lets us know when databases expire. This has had to be tracked manually in the past and so will be very helpful. Primo will work better with Alma and both systems will be in the cloud. The new system should be operational by the end of the year and will auto-upgrade.

Nicole: Spoke about the opening reception on April 3 for the Photographic Society of America's exhibit. The collection is worth about \$5 million and is about halfway through being digitized. UCO received the collection on a ten-year loan in September 2013. The PSA provided curator John Burris to continue his work on the collection. The collection is largely focused on pictorialism. Selections from the collection are on display in the south elevator lobby on the first floor through May 31.

Bonnie: The library received \$150,000 last year and this year from the CeCE for online learning. We should continue to receive this amount in the future. We've purchased all of JSTOR and video collections. Lee asked if all of the videos were closed captioned. Bonnie said it is impossible to buy a fully captioned collection. New laws are going to make the use of non-captioned video more restrictive.

The Provost has created a taskforce on creating a UCO Learning Commons. It will bring tutoring, career services, and other student services together in one place: Chambers Library. Among the concerns for the library are losing student seating and collections space.

Bonnie has given a proposal to Dr. Barthell about selling donated and deselected items through avenues other than the book sale (Half-Price Books, Amazon, Better World Books, etc.) He wants to present it to Dr. Chrusciel before giving a final answer but is holding off a bit while Dr. Chrusciel gets settled into his new position. We hope to have an answer soon.

Bonnie announced that she is retiring as of July 1. She's enjoyed her time at the library and hope she's helped gain staff support for the library. Ted thanked her for her service and said that he has seen great changes with the library under Bonnie's leadership. The others at the table agreed.

2. Treasurer's Report by Carrie

Please see attached report for income and expenditures for FY14 to date. After discussion about faculty and student contests and the faculty book grants and a couple of changes, the attached FY15 budget was approved. Lee made the motion; David seconded. It was approved unanimously. (Note from Carrie: We approved the budget before deciding to disband the book sale and to pursue other fundraising events. Therefore, the budget as approved still includes the book sale expenses but does not include any expenses for another fundraising events. At the meeting in the fall, we will need to discuss budget revisions to move money from the book sale to another fundraising event.)

3. Book Sale Report by Jeff and Discussion by All

Total money made at this year's book sale: \$1126.31
\$365 – Memberships; \$761.31 – Books (\$174.75-deselected; \$586.56 donated)

Total number of items sold: 1,304

Carrie reported that the book sale has seen diminishing returns over the past several years. Jeff works on the sale throughout the year and spent six solid weeks working on preparations for the book sale. Carrie and several other staff members also spend a large amount of time on preparations and many staff members receive overtime pay, for which the library pays, to work the book sale. With the cost of advertising and staff time and salaries, the library loses money on the book sale. The board voted unanimously to no longer hold an annual spring book sale and to pursue other events/methods for fundraising. (Motion made by Ted, seconded by Larry.)

Some ideas for fundraising events/ideas that were discussed:

- 1) Sell donated and deselected books through Amazon, Half-Price Books, etc. We may also have a bookshelf or two near the circulation desks where we can place some of the better selling items and have a year-round sale like many public libraries do.
- 2) Host an author signing/talk. Nicole and Lori had discussed asking Michael Wallis to speak.
- 3) Cheryl suggested doing something to tie into UCO at 125 next year. Nicole suggested a murder mystery party in the library. Ted suggested a costume party of literary characters.
- 4) Lee suggested reserving one of the larger auditoriums on campus and hosting a children's movie, based on a book, and serving popcorn for \$5/person. We could do this one Saturday a month. Ted suggested the Disney movies based on *Dark is Rising* by Susan Cooper.

4. Membership Report by Jeff

As of the end of April we have 132 total members. We had 25 members either join or renew during the book sale. A total of 7 new members signed up during our annual membership drive that is now in April. Of the 132 members a total of 66 are members at the \$10 student level. However we have 58 total members at the \$25-\$100 dollar levels. These members comprise our most active members including faculty members and those who give annual materials donations to the library. This group is also the most consistent group for renewals and employee payroll withdraw memberships.

Carrie announced that the annual membership drive was coordinated through the Foundation's new iModules system and we can now accept payroll deductions throughout the year. Previously, it was necessary to hold the membership drive in March because that is when payroll allowed payroll deductions. March is probably not the best time for a membership drive

since campus is closed for a week for spring break. We decided to move it to February.

5. Spring Events

It was a very busy spring semester. Events included the following:

February – Blind Date with a Book. A display of books wrapped in brown paper and with a brief “want ad” on the front was on the first floor of the library. Patrons picked a book based on the ad and did not get to see the cover until after they checked out a wrapped book.

February 10 – Dr. Jessica Sheetz-Nguyen (Dept of History & Geography) and co-editor Dr. Marilyn Button from Lincoln University presented about their new book, *Victorians and the Case for Charity: Essays on Responses to English Poverty by the State, the Church, and the Literati*. (Part of Faculty Research Series)

February 27 – Dr. David Bass (Dept of Biology) presented on his twenty-five years of research into the ecology of invertebrates inhabiting aquatic environments of small Caribbean islands. (Part of Faculty Research Series)

March 10 – Drs. Len Bogner (Dept of Adult Ed and Safety Sciences) and Bucky Dodd (CeCE) presented about their research on the Blended Education Design Process at UCO. (Part of Faculty Research Series)

April 3 – Opening reception for Photographic Society of America exhibit, on display in south elevator lobby on first floor of library until May 31

April 15 – Dr. Lindsey Churchill (Dept of History & Geography) presented about her new book, *Becoming the Tupamaros: Solidarity and Transnational Revolutionaries in Uruguay and the United States*. (Part of Faculty Research Series)

April 18 – Dr. Teresa Pac (Dept of Art) and her students presented about their research of the West African art display in Chambers Library. (Part of Faculty Research Series)

May 5-7 – Once again, UCO Healthy Campus is bringing therapy dogs to the library during Finals week to help students relief stress.

IV. Other Business

1. Bonnie's Retirement

Larry suggested that the FOL board purchase a gift for Bonnie's retirement.

Ted suggested that the board members contribute towards a book to donate to the library in her name. It would have a book plate honoring her. Nicole will decide which book to purchase. Cheryl will purchase the card. Anyone who wants to contribute can. Larry made motion, Lee seconded. Approved unanimously.

2. Suggestions for New Board Members

Pam Washington has resigned from the board due to time constraints. Julie Collins, Pat Coutts, Trey Cone, and Caleb Lack were all suggested. It was decided that Carrie would first ask Julie Collins to serve.

V. Next Meeting Date: Friday, September 19, 2014, 12:00 p.m.

VI. Adjournment at 1:43 pm.