

Friends of the Chambers Library Governing Board Luncheon Meeting
Friday, May 10, 2013
12:00 pm. Lillard Conference Room, CL208J

FOL Board Meeting Minutes

Present at Meeting: Cheryl Frech, Lee Tyner, Randal Ice, Elaine Bartgis, Larry Musslewhite, Jeffrey Musslewhite, Bonnie McNeely, Nicole Willard

Members Absent: Pat LaGrow, Pam Washington

I. Welcome and Round Robin:

The board meeting was called to order at 12:05 we went around the table and everyone shared recent news and activities in their respective areas. Some of the news shared included Elaine Bartgis announcing her retiring August 1, 2013. Dr. Ice shared he would be taking 29 students and 5 faculty on a London Study Tour. Dr. Frech shared how the Chemistry Department has been losing faculty members to the private sector.

II. Old Business:

1. Minutes from the November 9, 2012 board meeting were sent out and approved through email.

III. New Business

1. **Executive Director's Report:** Bonnie McNeely shared information about the LibQual Survey administered in February and March of 2013. It is the Library's customer service survey administered every 4 years. We offered over 15 prizes as incentives to increase participation.
2. **Treasurers Report:** Nicole Willard provided a financial report (see attached) indicating total FOL revenues for July 1, 2012 through May 5, 2013 were \$5,109.82 with a current balance of \$34,022.66 in the FOL Spendable Account S20051. The FOL Endowment reflects a balance of \$7,153.78. Expenditures for this same period were \$6,038.16.
3. **Membership Report:** The March Membership Drive added 25 new members 20 through payroll deduction which should generate \$2,256 additional revenues for FY 2014. The Membership Drive began the first week of March with an email blast, digi-board posts and flyers posted around campus. This was followed up with reminders in Centralities that payroll deduction for

faculty and staff would remain open only during the month of March. Included in the campaign this year was the slogan “Ask a Friend to Be a Friend” a prize was offered to the faculty or staff member who got the most friends to sign-up. Even with Lori Wylie personally reaching out to current members known to be strong Library supporters not enough participation occurred to give out the prize. Lastly, cards were distributed throughout campus to faculty and staff providing another opportunity to sign-up via payroll deduction. (see attached for membership stats).

4. **Book Sale Report:** The Annual FOL Book Sale was held April 12-14 this year. Again attendance was low this year despite heavy advertising. With e-books becoming more popular we may continue to experience this downward trend. Book dealers continue to be our most profitable market. Sales this year totaled \$1947.00. We also achieved 46 new FOL memberships, as people joined to gain access to the member’s only first day sale. Suggestions came from the Board on how we might combat this negative trend. It was suggested that only students with ID be allowed to join at the \$10 student level. If you don’t have a student ID then FOL membership would cost \$25 to join the first day of the Book Sale. It was also suggested that we might consider selling books at a higher rate on the first day of the Book Sale. Another suggestion coming from Dr. Ice was that we use software and scanners like the book dealers use to determine the price of books. Books with higher values could be segregated and sold for a higher price or even sold through online means such as Amazon or Alibris much like the book dealers do. One discussion with a book dealer revealed he would be selling the same books he just bought for \$2 for no less than \$40 online. It was also suggested that we look at doubling our advertising and find more online sources to target, like advertising on Lost Ogle Blog or generating a list of book dealers to target. We could even send out Christmas cards with suggestion for giving end of year tax deductible gift and include date of the spring Book Sale.

5. **Spring Events:**

The UCO Author Series began in the spring semester with the presentation *Dungeons & Dragons and Philosophy: Raiding the Temple of Wisdom*, presented by Dr. Mark Silcox, Heidi Silcox and Dr. Eva Dadlez. Five more events followed including: *144: Wrath*, presented by Dallas Caldwell; *Modern Chinese Legal Reform: New Perspectives*, presented by Dr. Xiao Bing-Li; *The Migratory Habits of Yellow Rails*, presented by Dr. Chris Butler; *Bees and International Research*, presented by Dr. John Barthell; and *The Good-Luck Side of the Rice-Paper Door*, presented by Dr. Dennis Dunham. Future plans include doing a UCO Author Series on a regular basis as it provides a

platform for campus scholars to share their work. (see attachment for more detailed information about each presentation)

6. **Contests:**

Faculty Book Grants were awarded once again this year. Two \$1000 awards were granted to the winners for the purchase of library materials in a specific subject area. This year's winners were Dr. Jaime Burns for books that support the Criminal Justice Program specifically on corrections as this was a new program added to the School of Criminal Justice this year. The second award went to Dr. Wayne Stein in the English Department for the purchase of video games as resources of emergent media that will support many disciplines.

Student Book Collection Contest was held again this year. With eleven student submissions judging was difficult. First prize of \$500 and the opportunity to enter the National Collegiate Book Collection Contest with a grand prize of \$2500 sponsored by the Antiquarian Booksellers' Association of America went to Jonna Whetsel for her World Oceans Collection. Second place and a price of \$300 dollars went to Joyclin Jakson for her Crime Collection and 3rd place went to Patrick Salkeld for his Abraham Lincoln Collection. We hope this contest encourages young collectors to become accomplished bibliophiles.

7. **Budget Proposal for FY 2013-2014:** The following budget was proposed. Dr. Ice moved to accept the budget as proposed and Dr. Frech seconded the motion. There was no further discussion. The proposed budget was approved with all present voting aye.

FOL Budget Request Proposal FY 2014		
PROGRAMMING	Cost	Total
Faculty Book Grants		
Number 2	\$1000.00	\$2000.00
Speaker Fee - Fall	\$1000.00	\$1000.00
Student Contest	1 st Prize: 300 2 nd Prize: 200 3 rd Prize: \$100	\$600.00
Library Fellowship	Mailings and Brochures	\$500

	Grant	\$500 - 2000
Honor With Books	Mailing	\$300
FOL Events Refreshments		
Lunch Series	\$100 X 3 events	\$300
Regular Events	\$100	\$100
	Total	\$6800.00

Advertising/Publicity	Cost	Total
Book Sale		
Advertising/Supplies	\$250	\$250
Giveaways and Promotional Items	\$1500	\$1500
Event Postcards	\$70	\$70
Newsletter		
Mailing Postage	\$150	\$150
	Total	\$1970.00
	Total Budget Request	\$8770.00

IV. Other Business:

Bonnie discussed the recent thefts of several expensive books from the circulating collection, mostly new science titles. She explained there is currently a hold on getting video surveillance system because DPS is looking at a campus wide system. It could be as long as two years before a system is installed. Bonnie asked for thoughts and ideas that could deter future thefts. Some suggestions included the use of webcam and putting up a dummy camera system. Another idea was to locate cameras near the dumpsters. Still Another suggestion offered was to use student workers to walk the floors of Library being vigilant of any suspicious behavior. Bonnie thanked everyone for their input.

V. Next Meeting Date: Friday November 8, 2013, 2:00 p.m.

VI. Adjournment at 2:35.

Chambers FOL
Financial Report
07/01/2012 through 05/10/2013

INCOME

Revenues	5109.82
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TOTAL INCOME	5109.82
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EXPENSES

Admin. Expense	
Event Refreshments	-376.78
Supplies	-137.24
Printing Costs	-1300.00
Mailing Costs	-125.00
Advertising	<u>-178.35</u>
TOTAL	-2117.37

Promotional Items	
Tote Bags	-760.00
Pen/Highlighter	<u>-484.00</u>
TOTAL	-1244.00

Contests	
Faculty Book Grants	-1876.79
Student Book Collection	<u>-800.00</u>
TOTAL	-2676.79

TOTAL EXPENSES	-6038.16
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TOTAL INCOME minus EXPENSES	-928.34
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BALANCE FORWARD

FOL Spendable Account S20051	
Current Balance	34,022.66

FOL Endowment Account S10189	7,153.78
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Friends of the Chambers Library Members

May 2013

Current Membership

New Members	58
Renewing Members	44
Total Current Members	102

Members By Level of Giving:

Student Level	47	x10	\$470.00
Supporting Level	3	x25	\$75.00
Faculty Level	22	x25	\$550.00
Community Level	15	x50	\$750.00
Library Contributor	9	x100	\$900.00
Library Partner	5	x250	\$1,250.00
Library Patron	0	x500	\$0.00
Presidential Partner	1	x1000	\$1,000.00
Library Benefactor	0	x5000	\$0.00
Total:	102		

Other Membership Statistics:

Library Staff Memberships	14
Pay Roll Deduction Members	42
Members Joined thru March Membership	25
Members Joined Day of Book Sale	46
Estimated Membership Revenue for FY 2014	\$4,995.00

FOL Chambers Library

UCO Author Series Spring 2013

Dungeons & Dragons and *Philosophy*: Raiding the Temple of Wisdom

Tuesday, Feb 12, 2013 Noon

Chambers Library, Room 226

Join Dr. Mark Silcox, Heidi Silcox, Jonathon Cox, and Dr. Eva Dadlez as they answer some of the deeper questions about D&D! Find out how all that time in our basements, surrounded by our pewter miniatures, we were (and are) immersed in some deeply philosophical quests touching on metaphysics, ethics, and aesthetics.

144: Wrath by Dallas Caldwell

Tuesday, March 12, 2013, 11 am

Chambers Library, Room 226

Come explore the fictional world of Traesparin with Dallas Caldwell and his new novel! 144:Wrath is a fast paced fantasy novel that borrows elements from Norse, Greek, and Native American myth.

Modern Chinese Legal Reform: New Perspectives by Dr. Xiao-Bing Li

Wednesday, March 27, 2013, 11 am

1st Floor Chambers Library

China's rapid socioeconomic transformation of the past twenty years has led to dramatic changes in its judicial system and legal practices. Dr. Li will help us to understand the long-term legal reforms crucial for this nation's acceptance as a global partner.

The Birdman: Dr. Chris Butler

Tuesday, April 2, 2013, 11 am

Chambers Library, Room 226

An ornithologist who is interested in the population, community, and landscape ecology of birds. Currently, Dr. Butler working primarily on the wintering ecology and migratory connectivity of Yellow Rails (*Coturnicops noveboracensis*).

Bees! and International Research by Dr. John Barthell

Tuesday, April 16, 2013, 11 am

Chambers Library, Room 226

Dean of the College of Math and Science Dr. Barthell shared his current research on bees in our ecosystem, the good news and the bad as well as the introduction of solitary bees on natural and agricultural systems.

The Good-Luck Side of the Rice-Paper Door by Dr. Dennis Dunham

Tuesday, April 30, 2013, 11 am

1st Floor Chambers Library

Dr. Dennis Dunham, executive director of International Services, will present on his 7th book and first novel! Dr. Dunham will enlighten us on "Unmyung" a kind of Korean destiny which strongly influences his book. Enjoy a reading from his book in addition to how the ideas came to him.