

Friends of the Brooks Library
Board Meeting
April 9, 2019

Board Members Present:

Andy Piacsek
Diane Huckaby
Allie Sheldon
Cynthia Pengilly
Jerry Brong
Bob Hickey
J'Aime Wells
Gary Bartlett

Board Members Absent:

Ronda Brooks Patrick
Patricia Erickson
Ian Miller
Erica Sanford
Ray Wanlemvo
Scott Templin
Susan Waddle
Kathly Matlin

Guests:

Maureen Rust
Elizabeth Brown
Rebecca Lubas
Ginny Blackson
Julia Stingfellow

I. Andy called the meeting to order at 3:01 PM. Minutes of the previous meeting were read and approved (M: Bob, S: Diane).

II. Officer and Committee Reports

- a. President: Rhonda is stepping down as president next year and has asked Andy to serve as president. He agreed.
- b. Finance update:
The board has approximately \$189,000 in the Endowment account
The board has almost \$20,000 in the Foundation Cash account
- c. Secretary: no update
- d. Webmaster: Cynthia has been updating the website including Board Members and meeting minutes
- e. Email monitor: No emails have come in
- f. Booksale: about \$10/month coming in from the café in the library. Bob has been checking the bookshelf.

Bob reached out to Iron Horse about installing a book shelf and the Jokabokaflod festival and is waiting to hear back.

III. Dean Lubas introduced herself

- a. Library Advisory Council update- there is an ask to increase the library's budget for purchasing collections.

Dean Lubas will be working on a strategic plan for the library which includes speaking to the Friends as a stakeholder group. More info to come as the plans become more concrete.

Dean Lubas has been looking into fundraising through major gift donors. She will go to a conference on library development in May. She plans to add a donation button to the library website along with a "Dean's Welcome" text on the administration page.

- b. Endowment paperwork- the library has been getting the paperwork more consistently. The two funds names will now be: "Friends of the Brooks Library Endowment" and "Friends of the Library Program Support."

Dean Lubas made some suggestions of changes to the specific types of formats the FOL can fund to make them more relevant, generic and up to date.

Dean Lubas wants to get an idea of what programs the Friends are interested in funding and asked for a "menu" of items the Friends would be willing to fund.

- c. Elizabeth Brown from Curriculum and Instruction discussed the Peer Accountability and Connections program for transfer students. The library ran a pilot program in Fall quarter, 2018. Students must apply to the program, it is capped at 20 students split into two sections. The program got 11 participants. They meet once a week for one hour and aims to address the academic side of making connections, ice breakers throughout the quarter, cover topics like advising, career services, PUSH, time management, networking, etc. Outcomes are measured through SMART goal setting and before- and after-surveys. Participants learn bullet journaling to track goals.

Future plans for the program include recruiting students instead of relying only on self-selected students, providing food at the meetings, reaching out to the institutions transfer students come from.

We discussed students food insecurities and how providing lunch could help alleviate that somewhat.

IV. Ginny Blackson updated us on how the library is using the funds she asked for from the Friends during the last meeting. Ginny renewed the book lease program for another year using the Friends of the Library funds. It cost about \$115 less than expected.

The 20th Century Female Composers order will be placed this week.

The library will purchase the digital backfiles of the Early American Imprints Series collection to replace the microcards. This will remove approximately 1,000 lbs off the library floor.

V. Maureen and Julia reported on the United for Libraries midwinter meeting in Seattle in January, 2019 where they were part of a panel called Leveraging Your Community Ambassadors with Your Friends. They also networked with conference organizers and attendees.

VI. Cynthia is working with the committee planning the Lion Rock visiting writers series and will have a list of speakers at the June 4 meeting.

Andy suggested we put the Friends bookplate in any books we may provide for Lions Rock and other purchases/donations from the Friends.

VII. Maureen reported that the library has new Promethian boards in the new student commons area on the second floor. Shelving was installed today. A mobile book display that displays themed books will be in the new commons.

The technology in the study/meeting rooms on the 3rd and 4th floors was upgraded using the student tech fee. Rooms can be reserved online or at the library.

The Mediascapes are being updated.

VII. Unfinished Business

- a. Membership drive- Andy requested everyone think of suitable board members and forward to him so he and Rhonda can extend invitations.

The Friends should have a discussion around recruiting community members as friends vs. fundraising- where should the board focus their energy?

- b. Booksale- vetting. A new rule for accepting books for the booksale includes not accepting textbooks or VHS tapes. The library's donation policy can be updated after a discussion with Ginny and Dean Lubas and the Friends. Bob volunteered to edit the policy and email it to the board to look at. Maureen will send the link to the donation policy to the board.

Cynthia suggested adding Thursday to the Friday-Saturday sale so more students can come who are not on campus on Friday or Saturday. Maureen mentioned that since parking is free on the weekend, having the sale on Saturday allows community members to come to the sale.

Allie suggested we find a way to accept debit/credit cards at the booksale since many students left the sale without purchasing books because they did not have cash.

IX. New Business

- a. Jerry suggested the Friends and/or library partner with the CLCE. He will set up a meeting between Dean Lubas and the CLCE.

- b. Cynthia is teaching a class where her students need to find a client for whom to complete hands-on work. The students are online and cannot meet in person but can work remotely. If anyone needs writing or designing work, email Cynthia. Projects include flyers, handbooks, newsletters, etc. They can also include video.

Next meeting date is June 4, 2019 at 3 pm (annual meeting).

The meeting was adjourned at 4:45 PM (M: Bob, S: Gary).

Notes taken by Allie Sheldon.