

Friends of the Orange County Public Library
Hillsborough, NC
Minutes of Executive Board Meeting
January 9, 2012

Approved at Board Meeting
February 13, 2012

Present: Janet Flowers, Lucinda Munger, Erin Shepherd, Andrea Tullos, Robin Bedingfield-Brown, Chris Holaday, Kate Tozzolina, Penny Van De Water, and Lori Graham

Co-Chair, Janet Flowers, called the meeting to order at 6:30 p.m. Janet started the meeting sharing a thank-you card received from the library staff for all of our support.

Minutes:

Erin moved and Penny seconded the motion to approve the minutes, as written, from the previous Board meeting [November 2011]. The minutes were approved. Robin moved and Chris seconded the motion to approve the minutes, as written, from the Annual Meeting [December 2011]. The minutes were approved.

Financial:

- 1) **2011 Year End Financial Report:** Erin (for Sandy) provided the Year-End Report for 2011 for review and discussion. She noted that we exceeded income on book sales and memberships for the year, and we have a checking account balance of \$14,712.98. Chris made a motion to accept the report and Kate seconded. The report was accepted.

- 2) **Funding Request:** There was discussion concerning the Garden Club's request of \$182.56. The concerns were whether funding this request was setting a precedent and if the request was appropriate under the FOCPL Use of Funds Policy. It was noted that that other community groups are also contributing to the effort. Lucinda informed the Board that the area in question is Town of Hillsborough's property and she wanted to know who will maintain it and whether it will continue to look nice, since neither the Library nor the County have the resources to weed the area. Kate mentioned that the Garden Club may add this to their routine maintenance schedule. Andrea had been approached only as to whether the Library can provide funding. Janet wanted to know how the FOCPL will be credited for this possible expenditure. Lucinda suggested perhaps giving the Friends group credit in a newsletter of some kind. [**ACTION:** Janet will contact the Garden Club to get maintenance assurance and how recognition/publicity will occur for the membership to see before the Board can vote on this item.]

Misc.:

- **Departing Gifts to Board Members** – Janet mentioned that she and Ann had previously given gifts paid for out-of-pocket to outgoing Board members, but that there was no protocol for this situation. Janet would like the Board to decide on a consistent approach and her preference is that “warm thanks” be given to outgoing Board members. Chris moved that we give “warm thanks” publicly at our Annual Meeting to outgoing Board members. Penny seconded. All approved. Lucinda commented that her previous experience was to give the outgoing Board members name plates on a book of their particular interest. This honors both their service without great expense and fits in with the library; it is also in the library’s budget. Lucinda and Andrea do this now for Rotary Club participants. The library will choose a book representing the Board member, obtain the name plate and present it to the outgoing Board member. The Board was very grateful for this generous offer.
- **Ongoing Book Sale** –
 - (1) Erin relayed that the Friends room/space had been wonderfully cleaned and organized last week by Roberta Lloyd and her daughter. (“It is terrific!”) Roberta also put together a procedure (circulation and information services also contributed to the process). Erin and the Board wanted to formally thank them for this much needed support.
 - (2) New prices for the books:
 - Hardbacks: \$3.00
 - Large paperbacks: \$2.00
 - Pocket paperbacks: \$1.00
 - Large books (coffee table): \$5.00 to \$10.00
 - DVDs \$2.00
 - Magazines will be free

Erin moved to accept the new prices. Chris seconded. The motion was approved.
- **Outstanding Action Items** – The Board went over the past year’s action items and identified those that remain unresolved – they will carry over into the next year. (Note: Janet talked with Paul Parker and he will meet with Sandy to do the financial review. Book sale dates need to go on the website as soon as the book sale committee decides on dates.)

Library News:

- **Book Drop** – Lucinda updated the Board on the status of the book drop. The Commissioners voted not to go forward. The library will be working with Asset Management Services to mark the space clearly as not being for parking. They will also be purchasing a camera/surveillance for that area. The issue will be revisited in 1 year.
- **Misc:** The Town of Carrboro Board of Alderman’s siting criteria discussion is set for tomorrow (January 10th), after their Board meeting, the issue will then get back

to the County Commissioners. Tonight (January 9th) the MOU with the Town of Chapel Hill will be voted on in Chapel Hill regarding the amount of money to go to the Chapel Hill Library and inter-operability so a user in Orange County can seamlessly go to another library in the County. There are disagreements between the Boards; however, inter-operability will be a part of the agreement or the agreement won't be renewed.

- OverDrive will be in place by the next Board meeting (e-reader products offered to patrons). These will be a mixture of both young adult and adult items. A press release will come out, which Janet will send to the listserv. Items purchased will have a note "on order" and can be placed on hold. Staff will be trained in the coming weeks.

Supplemental Information provided by email after the meeting:

- 1) Committees and Assignments: Janet emailed a spreadsheet with the task, frequency and assigned Board member's name(s) – attached to these Minutes;
- 2) Draft Calendar for Year: Janet emailed a spreadsheet with the 2012 activities by month – attached to these Minutes;
- 3) Update on Membership Brochure: Erin emailed the following update to the Board: *The 2012 FOCPL membership brochure is being edited right now and will be presented at the February Board meeting. It features the new Friends logo and a coordinating color scheme of green and purple.*
- 4) Update on Programs: Janet emailed the following update to the Board: *Janet and Erin will co-chair the Program Committee until we can find a chair. We will be showing "Having Our Say" about the Delany Sisters from Raleigh (<http://havingoursay.com/>). The program will on February 18th from 2:00-4:00 p.m. in the Library. Marie Torian, a local Hillsborough resident (age 90) will do a brief introduction to the program. We are working on the details and publicity. We are purchasing the DVD (will be a program expense) and will donate it to the Library.*

The next meeting will be held on Monday, **February 13, 2012.**

Meeting adjourned at 7:10 pm.

Lori Graham
Secretary