

Board Meeting - October 10, 2006

Friends of the Brandywine Hundred Library

A Board meeting of the Friends of the Brandywine Hundred Library was held at the Brandywine Hundred Library on Tuesday, October 10, 2006. President Ceci McCormick called the meeting to order at 7:02 pm. Jack volunteered to serve as timekeeper.

Board Members present were Ceci McCormick, Joy Naquin, Jack Yeatman, John Stevenson, Eileen Lynch, and Mary Bowler. Also in attendance were Library Manager Tom Weaver and guests Lois Myoda.

The following correction to the September, 2006, minutes was received via Email:

- The question about PNC bank charges was raised by Eileen, not Marcia. Since there was not a quorum of members in attendance, the approval of minutes was deferred until the next meeting.

Treasurer's Report

Eileen reported that account balances continue to be about \$50,000 (with \$15,000 in CD's). A detailed treasurer's report is included as an attachment.

Process for Email approval of fund disbursements

Eileen raised a question about Email approvals. The concern is if there is any discussion or comments about the fund disbursement, everyone should have an opportunity to voice their opinions before the voting is done. We may also want to consider the urgency of the request before initiating the Email approval method. The consensus of opinion was that when a fund disbursement is proposed via Email, we should allow three days for discussion before calling for a vote. Email voting will also have to be completed by the specified deadline. Ceci will take care of initiating the request and calling for a vote at the appropriate time.

Fund Disbursements:

Since the previous meeting, there was an Email request for funds up to \$300, to plant bulbs and roses in the flower beds in front of the library. This request received Email approvals as follows:

On 9/21/2006: Mary Bowler, Kathy MacDonough, Carol Einhorn

On 9/22/2006: Jackie Harris, John Stevenson, Sandy Ebbott, Tom Weaver, Jack Yeatman

On 9/27/2006: Marcia Dillon

Funds of up to \$300 for bulbs and roses were approved by Email.

Ceci stated that we have been contacted about renewing our membership in the Friends of Delaware Libraries. Dues are \$25.00. Since there was not a quorum of members present, the vote had to be deferred. Ceci may send an Email request, in order to practice the new policy on Email approvals.

Library Managers Report.

See the attached report from Library Manager Tom Weaver for details. Tom reviewed statistics and a few other highlights. BHL has over 18,000 active cardholders. Circulation statistics increased greatly, but some of this increase is due to the changes made in the way they were counted. We should have more valid comparisons after a full year's use of the new calculations.

Updates:

Nominating Committee

Ceci and Jack are on the nominating committee; Kristie Moore is an informal member of the committee. The Board has six positions to fill. Four of these are two-year terms and two are one-year terms. Kathy has contacted advisors of the high school honor societies and service clubs, in the hopes of getting an adolescent interested in board membership. Kathy will also contact home schooling organizations.

The committee has identified two nominees for the two-year positions. Kristie Moore is willing to run for a one-year position. Interviews will be held the week of October 27. The committee will come up with a list of questions, to be filed with the December minutes, for future reference.

Kristie wrote a very nice article about volunteering for boards. Although the article did not make it into the recent newsletter, it will appear on the web site. Tom made copies of the article for posting in the Library.

Credit Card Fees

Ceci reported that Kathy has been in contact with the credit card company. They should reimburse all fees collected in error since the credit card machine was returned a year ago.

Co-Chair for Newsletter

Mary Bowler has volunteered to serve as co-chairman of the newsletter. The newsletter will need an additional volunteer to serve as co-chairman by January, 2007. The newsletter could be issued quarterly or even less often each year. Tom feels that the newsletter is a great service for the library; it generates interest and support. There is a writers' group that meets twice a month at BHL whose members might be interested in helping. Mary mentioned that she would prefer to print the newsletter on colored paper, and perhaps make other formatting changes.

New Business

Diana Brown sent a letter with information about LARB meetings. Meetings are to be held on the first Wednesday of every month at the Newark Library. Ceci will attend one or two meetings per year. If anyone else is interested in attending, they are most welcome.

Ceci reported information submitted by Kathy on brick donations. The 2006 order was

23 bricks. More than half the orders were from previous donors and will be placed next to previous bricks. Kathy has come up with another idea for the banner. Kathy will Email the graphics to the Board, so they can see what it looks like. Funds for the banner have already been approved.

Mary suggested that the Board should do more outreach, to make people aware of the Friends organization. She suggested organizing a book drive for homeless kids who cannot get to a library, to be scheduled around the holidays. Although we can get teens to organize the event, Board member(s) would have to be in charge.

In the absence of further business, the meeting was adjourned at 8:01 pm.

Respectfully submitted,
Joy A. Naquin
FBHL Secretary