

Board Meeting - September 11, 2007

Friends of the Brandywine Hundred Library

A Board meeting of the Friends of the Brandywine Hundred Library was held on Tuesday, September 11, 2007, in the Brandywine Hundred Library. Board members in attendance were Ceci McCormick, Joy Naquin, Larry Nagengast, John Stevenson, Anne Hitchcock, Lois Myoda, Mary Bowler, Kristie Moore and Sharon Riddick. Also in attendance were Dana Leavy, as a newsletter volunteer and Library Manager Tom Weaver.

President Ceci McCormick called the meeting to order at 7:04 pm. Larry volunteered to serve as timekeeper.

Ceci passed around the thank you note received from the staff for the luncheon held in May, 2007.

Approval of the June Minutes

On motion of Mary, seconded by John, the June, 2007, minutes were approved as Emailed.

Treasurer's Report

Eileen was unable to attend the meeting. She will Email the treasurer's report.

Nominating Committee

Volunteers for the Nominating Committee are Kristie Moore, Kathy MacDonough and Mary Bowler. There is one director position that is currently vacant. Eight board members, including two officers, are up for re-election. The committee will contact the members who are up for re-election to see if they are willing to run for another term and solicit new candidates for the open position. On motion of Larry, seconded by John, the nominating committee will be Kristie, Kathy and Mary.

Chairpersons Needed

Annual Membership Drive – Evelyn DeJohn did a great job as chairman last year, but may not be available next year. Ceci asked for everyone to begin thinking about how we can fill this position.

Communications Committee.

John reported that the brick database is still unavailable on the web site. The web site needs some redesign. New software was installed yesterday. Although John can do some work himself (modifying pages), he would prefer to work with someone else to provide content. John thanks Eileen for entering the library's programs. All programs taking place through December have been entered. John would appreciate everyone taking a look at the web site and providing feedback. We recently received the invoice for the current year of web hosting services. The check should have been sent in mid-August.

There is also a need for a newsletter editor. Larry Nagengast is serving as newsletter editor for the September-October, 2007, edition. Larry has talked to Kathy – she has the missing information needed for the brick database and estimates that it will take three to four hours to get it done. Kathy expects to get this completed within the next two weeks.

Library Managers Report

- August circulation is way up, but Tom fears that statistics may be skewed, since June was underreported by quite a bit. For the recently-ended fiscal year, there was a four per cent decline. The new Woodlawn library would have had an impact on BHL's circulation.
- In Pennsylvania, donors to the United Way can direct their contributions to a specific beneficiary. In Delaware, this is not allowed. Tom asked a patron who wanted to donate to the library to give money to the Friends instead of the United Way. This may be a marketing opportunity for the Friends. Sharon volunteered to contact United Way to see if there is a method for directed donations.
- Library has been interviewing for vacancies and part-time circulation help.
- The shelving purchased by the Friends was installed last Friday.

Updates

New Patron Bags. Sharon reported that the bags are ready, along with most of the items that will go into the bags. The Friends brochure needs to be folded and the refrigerator magnets and bookmarks need to be updated with the new hours for Sunday. Tom has additional items to put into the bags, i.e., phone directory for county libraries, brochure on lending policies, maybe program info. Mary offered her daughter's girl scout troop as volunteers for stuffing the bags. Mary will work with Anne in coordinating this effort.

Communications Committee.

Deadline for articles for the next newsletter is September 17. We still need a volunteer to write the "Dear Friends" letter.

New Business

Jim and Roberta Conrad have been weeding the landscaping. Henry Pautler says that any assistance is always welcome, since it allows Henry to spend his time on more important things.

From Larry: We usually have a deadline in mid-September for a brick installation. Kathy has suggested pushing the deadline to October 15. There was talk about having two brick orders each year. The next order would be on or about April 15, 2008. Future deadlines will be advertised in the newsletter and on the web site.

From Lois: Lois has been unable to check the mail for a couple of months and offers thanks to whoever took care of it in her absence. Lois has also uncovered a lot of interesting history and information on Talley and Day of Talley-Day park. Lois volunteered to write an article for the newsletter.

On motion of Mary, seconded by John, the Board approved the purchase of up to 25 \$15.00 gift cards as a reward for the teen volunteers who served the Library during the summer.

In the absence of further business, the meeting was adjourned at 8:10 pm

Respectfully submitted,
Joy A. Naquin
FBHL Secretary