

# Board of the Friends of the Brandywine Hundred Library

## Minutes of the meeting held November 11, 2014

Members Present: Kay Bowes, Mary Bowler, Helen Butler, Natalee Burke, Agnes Galvin, Martha Gessler, Richard James, Claire Kantar, Michelle-Masitis Mooney, Lynne Rosa, John Stevenson

Members Absent: Richard James

Also Present: Jean Kaufman, Library manager

### Welcome and Announcements

- Lynne Rosa welcomed everyone to the Ronald McDonald House as the library is closed for Veterans' Day. She began with discussion of a proposal to amend Article 5 of the by-laws by setting term limits for board members.
- Ms. Rosa introduced a motion seconded by Mary Bowler that board members would be elected for two years and limited to a maximum of two consecutive terms (four years.) There was discussion about needing to have on the board some members who are familiar with the history of the organization. It was agreed that this is important and addressed in the second motion. The first motion passed with Claire Kantar abstaining.
- The second motion made also by Ms. Rosa, addressed the term-limits of officers. It states that if a board member is elected to an officer position at the beginning of her second two-year term, she then becomes eligible for a third two-year term (6 years in all.) After a one-year hiatus, former board members can run for office again. This last provision addressed the issue of having members familiar with organization's history on board. Nominations from the floor will be allowed. Elections will take place by secret ballot at the December meeting. The election will be monitored by either the president or vice-president (whoever is not running for re-election. Only members who are present at the meeting are allowed to vote. This motion was passed unanimously. The changes will not begin until present board members have finished their current term and are up for re-election.
- Helen Butler announced that she will not be running for reelection in December as her demanding job leaves her with too little time available. As Ms. Butler currently checks the Friends' e-mail, she will need a replacement to take on that task.
- Natalee Burke has taken on the position of assistant treasurer. Ms. Bowler will remain as treasurer for another year.
- Mr. Stevenson has not received the new e-mail list resulting from the membership drive. Richard James is still compiling it
- A short e-mail blast announcing the board and officer elections will be sent to members.

Approval of Minutes: A motion to approve the minutes with three changes was made by Claire Kantar and seconded by John Stevenson. It was approved unanimously

### Treasurer's Report

Mary Bowler passed out the Treasurer's update sheet (attached)

Membership Committee Report Richard James was unable to attend the meeting in person. The following notes are summarized from his letter to the board.

- This is one of the most effective membership drives we have had in the last few years with a total intake of almost \$5, 400. Expenses for apples, bags and library card stickers amounted to \$122.37
- There were 101 new members and 101 renewals.
- Mr. James believes success was due to increased participation by board members who are able to communicate the mission and importance of the organization.
- We hope to see an increase in mail-in renewals and memberships following the drive as many people took home the membership form.
- In a few weeks, Mr. James would like to send out a reminder e-mail to those who have not renewed.
- He thanks board members who have made significant donations. In addition, our president will send a personal letter of thanks to those patrons who made large contributions to the Friends.

### Librarian's Report

- Jean Kaufman announced that the Delaware winner of the Library of Congress National Book Festival Summer Writing Contest is a patron of the BHL. Sudha Anikumar won the state award for her essay on "A Book that Shaped Me" choosing *Out of My Mind* by Sharon Draper
- The Youth Services Librarians are drawing up proposals that will change the Summer Reading Program next year introducing a badging system and using fewer incentives. They would like to have the STEM program again next year.
- Ms. Kauffman would like to continue having the concerts on the lawn next summer and asked if the Friends would sponsor two of them. Ms. Bowler knows of some good bands to invite.
- As the library is short of office space, Ms. Kaufman asked if she could use the Friends' office for a librarian who has to use cubicle space at present. Since the room is currently used by the Friends for storage, the board passed the following resolution: The library has permission to use the Friends' office space on the second floor subject to the Friends' wanting it.

### Communications Committee Report

- John Stevenson repeated his intention to retire from the board at the end of the year.
- Ms. Rosa offered to take over making the payment for the website which is \$18.00 per year for 10 years with a discount if it is all paid at once.
- Textual and photographic content is needed for the website.
- Ms. Rosa suggested that an e-mail blast could be sent after the monthly meeting to take the place of the newsletter.
- Michelle Mastitis Mooney reported that we have had 86 likes on Facebook.

- Natalee Burke stated that there a problem with any photograph that is to be used for the retractable banner. It will become pixelated when it is enlarged.
- A resolution to authorize a maximum of \$500.00 for Alpha Graphics to depixelize the photograph for the retractable banner was passed unanimously.

#### Program Committee.

- Miss Kaufman announced that Greta White has cancelled the program Dr. Russ was to give on Delaware history due to lack of interest. Unfortunately, In order to ensure an audience, the speaker needs to partner with another group e.g. Delaware Historical Society, advertise his own talk, and bring some of the audience with him.
- At BHL, a program such as decorating cupcakes will be over-subscribed, but more intellectual topics have trouble attracting an audience.
- The Peacekeeper program may also have to be cancelled or rescheduled. Pacem in Terris is a possible sponsor for this event. Also flyers can be distributed to various churches.

#### Review: Motions Passed

- Election of Board Members Ms. Rosa, seconded by Ms. Bowler moved that board members would be elected for two years and limited to a maximum of two consecutive terms (four years.)
- Election of Officers Ms. Rosa also introduced a second motion that states that if a board member is elected to an officer position at the beginning of her second two-year term, she then becomes eligible for a third two-year term (6 years in all.) After a one-year hiatus, former board members can run for office again.
- Approval of Minutes: A motion to approve the minutes with three changes was made by Claire Kantar and seconded by John Stevenson. It was approved unanimously.

#### Resolutions Adopted

- Friends' Office Space: The library has permission to use the Friends' office space on the second floor subject to the Friends' wanting it.
- Banner Payment: A resolution to authorize a maximum of \$500.00 for Alpha Graphics to depixelize the photograph for the retractable banner was passed unanimously.

The meeting was adjourned at 8.55PM. The next meeting will be held on Tuesday, December 9, at 7PM in the library.

Respectfully submitted,

Agnes M. Galvin