

2013 Friends Meeting Minutes March 12, 2013

Attendees & February Hours:

Paula Highfill, President	13.0	Carol Ann Grantham, V-P	2.25
Jenny Elliott, V-P	12.0	Diane Kelly, V-P & Treasurer	5.5
Sharman Miller	1.75	Sharon Zambrzycki	2.5
Robert Lee	1.75	Sarah Thomason	1.75
Angela Hornburg	5.0	Karen Bedgood	
Annette Weber+		(April Spencer)*	.5
(Cris Slimak)*	1.75	(Stacey Guttman)*	1.75
(Joyce Sternberg)*	1.75	(Dee Lemser)*	1.75
(Terri Markwitz)*	1.75		
+library representative		*not present	

1. Minutes

The meeting was called to order at 6:05 p.m. by Paula Highfill, President. The minutes for February were presented. There were no corrections. Robert moved the minutes be approved as written and the motion was seconded by Diane. It carried unanimously.

2. Treasurer's Report

The report for both January and February were reformatted. They are now easier to read and understand. We received \$435 in memberships and \$503.82 in book sales for the month. No major expenses were incurred for February. The motion to approve the report was made by Sharman, seconded by Robert, and passed unanimously.

3. President's Report

- A. **2012 Financial Reports Audit:** Paula reminded us the financial reports audit is scheduled for April 9 at 4:30 p.m. Joyce and Stacey have volunteered to perform the audit.
- B. **TLA Conference:** The 2012 TLA Conference will be held in Fort Worth on April 24 through 27. Pre-registration deadline is April 5. We are all encouraged to attend. More information can be found at www.txla.org/annual-conference.
- C. **Library and Friends Recognition at City Council:** The Library will be recognized at the City Council meeting on March 18. For the 8th year, they have been awarded the *Achievement of Excellence in Libraries* from the Texas Municipal League. This award is one of 30 out of 561 public libraries in the State of Texas. On March 25, the Friends will be recognized at the City Council meeting for the award received for United for Libraries National Friends Week. The Friends will also announce the Mansfield Reads! selection and kickoff. Each Council member will receive a copy of the book selections at that time.
- D. **National Library Week:** National Library Week is the week of April 8.

4. New Business

- A. National Library Workers Day:** National Library Workers Day is April 16. The Friends will recognize the staff that day with a small gift. Gift suggestions are welcome.

- B. Library Request:** The Library Advisory Board has worked very hard to create their mission statement and would like to have it either engraved on a plaque or printed and framed. Annette has researched the practicality and cost of the plaque and will also research the same as to having a poster printed and framed. It was suggested that the Friends could pay for the framing. Annette will get back to us regarding the cost of these options. The mission statement will be hung on the dividing wall at the rear of the Library in between the bookcases.

5. Unfinished Business

- A. Letterhead and Envelope Printing:** We have three bids for printing 500 sheets of letter head and 500 envelopes. The bids are as follows: MISD's independent printer - \$130; JMH - \$166.82; and Minuteman Press - \$177.72. After some discussion, Carol Ann moved we accept the bid from JMH. Sharman seconded the motion and it passed unanimously.

- B. Unfilled Officer Position:** We are still looking for someone to fill the position of Secretary.

- C. Mansfield Reads:** Savvy's has been confirmed as the caterer for the author event on April 19. JMH will print posters, bookmarks, and invitations. The target date for addressing and mailing the invitations is March 30. Rick will design a simple flyer for the outdoor events to be held on April 13 and we will just copy them at the Library. Seven local veterinarians have agreed to participate as "Mansfield Area Veterinarians." Two groomers and a pet therapist have also agreed to participate and the Mansfield Animal Shelter will have pets available for adoption. The Friends booth will be a photo booth where people can have a photo taken of their pet. Bob Grantham has agreed to be the photographer for this event. He will need one assistant. Sharon will decorate the display case with items related to cats and dogs. Annette will decorate the community room with photos of dogs and cats uploaded to either Facebook or the web site. Annette would also like stuffed dogs and cats for the Library's display window. The Friends' officers will take Mr. Dromgoole to dinner at a local restaurant on the evening before the author event.

6. Adjournment

The meeting was adjourned at 7:45 p.m. The next meeting is April 9, 2013, at 6:00 p.m.