

2011 Friends Meeting Minutes
October 11, 2011

Attendees:

Paula Highfill, President	Robert Lee
Kathy Buehner, 1st Vice-President	Carlton Cloud
Jenny Elliott, 2 nd Vice-President	Stacey Guttman
Carol Ann Grantham, Secretary	Sharon Zambrzycki
Diane Kelly, Treasurer	Annette Weber
Loretta S. Reves	Cris Slimak
Joyce Steenberg	

1. Minutes Approval:	Paula called the meeting to order at 5:05 PM. The minutes of the September 13, 2011, meeting were presented. Cris moved that the minutes be approved as written. The motion was seconded by Joyce and it passed unanimously.
2. Treasurer's Report:	<p>Diane presented the monthly report for September. Paula moved that the report be approved, Kathy seconded the motion and it passed unanimously.</p> <p>We received \$403.19 for regular book sales, \$14.25 for pencil sales, and \$16 for the sale of coloring books.</p> <p>The only expense for the month was \$1,600 for membership in North Texas Library Partners which was approved in September and will be taken from the library's wish list fund.</p>
3. President's Report:	<p>National Friends of Libraries Week is October 16-22. Paula confirmed that she had written a letter to the editor of the Mansfield News-Mirror about Friends of Libraries Week. She will set up a display in the library for the week and will use the poster we purchased from ALTAFF.</p> <p>Christmas Tree Decorating will take place on Tuesday, November 29, at 4:00. Jenny and Diane will be in charge of this project. Any other volunteers are welcome to come and help.</p> <p>Texas Book Festival – This event takes place in Austin on October 22 and 23. Paula encouraged any of us who are able to participate in this event. She was a volunteer one year and escorted authors from event to event and thoroughly enjoyed it.</p>
4. Unfinished Business:	D & O Insurance – The cost for Directors' & Officers' Insurance would be \$790 from Frost Bank. ALTAFF referred her to Wells Fargo who would charge \$500 for the same coverage. TLA referred her to an insurance agency who estimated the cost would be about \$900. After

discussing the need for this insurance, Carlon made the motion that we purchase it through Wells Fargo. Jenny seconded the motion and it passed unanimously.

Mansfield Writes – This event is scheduled for November 4, from 7:00 to 9:00 PM. Setup will be at 9:00 AM that day. Kathy will check in the participants. Karen de Simone and Loretta will be in charge of the store. Loretta will also get donuts and Jenny will be in charge of the drinks which will be coffee and water.

Christmas Parade – The parade is Saturday, December 3, at 2:30 PM. The City’s float will hold 8 to 12 people, standing. The officers will ride on the float. The remaining places on the float will be determined by a drawing.

Several ideas for “throws” were discussed. Kathy moved that we purchase “Silly Bands”. Cris seconded the motion and it passed unanimously. We will also purchase a dozen Santa hats to wear. Participants will provide their own Christmas shirts.

Barnes & Noble – The Book Fair and Gift Wrap Event is December 14 at The Parks mall. The Friends will be at the Gift Wrap table from 5:00 to 8:00 PM that day. Annette will make a tip jar and will be the greeter during that time. Loretta and Stacey will design and make stickers which will indicate which customers “belong” to the Friends. Loretta and Stacey will pick a date for a workshop to put together stickers and gift-wrap trinkets. Paula will obtain bells.

Mansfield Reads – Potential sponsors will be contacted in person and the letter explaining Mansfield Reads will be given to them at that time. The letters will be revised slightly to include a deadline for contributions so that sponsors can be included in the promotional materials. A work session will take place after the November meeting.

5 New Business:

Officer Nominations for 2012/13 term – The following nominations were made:

President: Paula Highfill

Vice-President (General): Carol Ann Grantham

Vice-President (Reads): Jenny Elliott

Vice-President (Writes): Diane Kelly

Secretary: Stacey Guttman

Treasurer: Diane Kelly

	This will be Paula's last term as President. As general Vice-President, Carol Ann will be "president-in-training."
6. Adjourn:	The meeting adjourned at 6:25 PM. The next meeting will be on November 8, 2011.