

2011 Friends Meeting Minutes
September 13, 2011

Attendees:

Paula Highfill, President	Sharon Zambrzycki
Kathy Buehner, Vice-President	Stacey Guttman
Diane Kelly, Treasurer	Gerry Veilleux
Carol Ann Grantham, Secretary	Robert Lee
Steve Standefer	Joyce Sternberg
Annette Weber	Loretta S. Reves
Sharman Miller	

<p>1. Minutes Approval</p>	<p>Paula called the meeting to order at 5:05 p.m. The minutes of the June 14, 2011, meeting were presented. Sharman moved that the minutes be approved as written. The motion was seconded by Robert and it passed unanimously.</p>
<p>2. Treasurer's Report</p>	<p>Diane presented the monthly reports for June, July and August. A motion was made by Kathy and seconded by Sharman to approve the reports and it passed unanimously.</p> <p>Total income for June was \$1,072.36, more than half of which came from both regular and on-line book sales. The rest consisted of a donation of \$350 from the Early Childhood PTA, other cash donations, and sales of book bags and pencils. The expenses for May consisted of \$50 donated to the library in memory of Annette's mother and \$22.73 for expenses associated with the Literary Landmark designation.</p> <p>Income for July was \$796.21, again more than half of which came from regular and on-line book sales. The remainder came from sales of book bags and from Mansfield Reads. There were no expenses in July.</p> <p>August's income was \$702.69. The sale of book bags accounted for \$20 and the balance was from regular and on-line book sales. The only expense for August was for the purchase of a new supply of pencils in the amount of \$268.17.</p>

<p>3. President's Report</p>	<p>§ NTLP — Steve reported that NTLP (North Texas Library Partners) replaces NTRLS. This will be one of two regional groups remaining. The other regional group will be Central Texas Library Partners. This group provides continuing education, programs, consulting services, automation training and assistance, grant writing services, technical assistance, etc. NTLP is a non-profit organization and is not state-funded, but there will be a membership fee of \$1,600. Because the library's budget has already been approved, Steve proposed the membership fee be taken from the \$5,000 already approved by the Friends for wish list funds. The library will receive approximately \$15.50 per dollar in value. Paula made the motion in accordance with Steve's proposal. The motion was seconded by Robert and passed unanimously. The fee will be paid by invoice direct to NTLP.</p> <p>§ National Friends of Libraries Week is October 16-22. In observance of this week, Paula will write a letter to the editor of the Mansfield News-Mirror and a short article for the paper. Steve will also write a letter to the editor.</p> <p>§ Officer Elections — This is the year to elect officers to serve a two-year term. The officers to be elected are President, 1st Vice-President (Reads), 2nd Vice-President (Writes), General Vice-President, Secretary, and Treasurer. Nominations will be received at the October meeting and the election will take place at the November meeting.</p>
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<p>4. Unfinished Business</p>	<p>§ Directors & Officers Insurance/TANO Membership — This is liability insurance in the event of a lawsuit against the Friends. It covers 100% of the costs of defending a lawsuit, plus any amount awarded to the Plaintiff as a result, up to a total of \$1,000,000 (One million dollars). Coverage is also available in the event the Friends are named as a 3rd party and for employee crime as well as fiduciary coverage. The fiduciary coverage is not applicable to our Friends group and the employee crime policy may also not be a feasible option. The premium is very high. The cost of membership to TANO is \$50, but we would receive a 10% to 20% discount on insurance coverage by joining. Paula will research other coverage that may be available through ALTAFF and TLA.</p> <p>§ Mansfield Reads! — Jenny will again be the chairperson for Mansfield Reads. Sandra Brown and her book, <i>Rainwater</i>, are the focus for 2012. Because of her schedule, Mansfield Reads will take place on March 2, which is earlier than past programs. Jenny will be sending out an email outlining the areas in which volunteers will be needed.</p> <p>The website for Mansfield Reads expires in November. The City can now link it to the Friends website and will work with Pam to ease access to it.</p> <p>§ Mansfield Writes — This event will be held on November 4, 2011, from 7:00 - 9:00 p.m. The panel includes the following authors: Urania Fung, Cyndee Hopkins, our own Diane Kelly, Emily March, Brett McKinney, and Amanda Thrasher. A detailed flyer is available at the library and on the website. Volunteers are needed for set up and refreshments. Kathy will greet and check in attendees. Karen and Loretta will be in charge of the book store.</p>
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<p>5. New Business</p>	<p>§ Christmas Tree Decorating — We will decorate the tree on Tuesday, November 29, at 4:00 p.m. We will not have a cookie exchange.</p> <p>§ Christmas Parade — The theme for this year’s parade is “It’s a Country Holiday” and the Friends have been selected to be the Grand Marshal of the parade. The City will provide a float which will allow about 10 people to ride. We may also have walkers. We will need to decide what to pass out to parade-watchers and what to wear. Three persons from the Friends group will also be judges for the other floats. Carol Ann will be the coordinator for the parade.</p> <p>§ Barnes & Noble Book Fair and Gift Wrap Event — This event is scheduled for December 14 from 5:00 - 8:00 p.m. at The Parks Mall. The Friends are the beneficiaries of the proceeds from this event. A Coordinator is still needed for this event. Paula and Loretta have volunteered for the gift wrap table. We also need ideas for small trinkets reflecting books, Friends, etc., for the gift wrapping. There will be a tip jar on the gift wrap table and the Friends will receive all of these funds.</p>
<p>6. Adjourn</p>	<p>The meeting was adjourned at 6:15 p.m. The next meeting will be on October 11, 2011.</p>