MINUTES
CWU FRIENDS OF THE LIBRARY BOARD OF DIRECTORS
January 11, 2007


The Board elected Beverly Heckart as chair and Dale Comstock as vice-chair for 2006-07.

The total amount of Friends' funds in the Foundation accounts as of December 31, 2006 is $40,958.56: Endowment Fund--$38,499.27; Spending Account--$2,468.29. Since several individuals have inquired about how to designate donations for current acquisitions to the library collection, the Board decided that they will be able to do so by indicating in writing (either on the form provided in the Friends' Newsletter or in their own letter) at the time of donation, how much should be donated to the specified acquisitions and how much to the Endowment Fund. Beverly will send an e-mail to Valerie Carpenter, Gift Processor in the Development Office, notifying her of the Board's decision and emphasizing that she must inform the Dean of Library Services of the designation. Otherwise all donations will be deposited in the Endowment Fund.

Jim Brooks announced his intention to donate $10,000 to the Friends' Endowment Fund as a challenge grant. It is his hope that the Friends will be able to solicit several other large donations to increase the amount of the challenge or to act as bona fide matching grants. On the basis of these challenges/matches, the Friends decided to request the Foundation to support a one-time mailing (as opposed to the Newsletter) to a large targeted population in order to raise significant funds for the Endowment and to obtain our goal of $100,000.

Beverly will contact Julie Cloninger and Jen Gray immediately to work out the details of the challenge and mailing. She will also talk to Catherine Scarlett, the Development Officer for the College of Arts and Humanities, because that office also has an interest in parts of the Friends' targeted population. Beverly will also develop a position paper, for the Board's consideration, that speaks to society's continuing need for libraries. The arguments could then be used in the mailing, in the Newsletter, and in news releases.

Members of the Board are also concerned that some incentives be offered to donors as encouragement. At this time, the Dean does not think it feasible to advertise that free library cards will be issued to all donors, but Board members suggested that: 1) donors could keep books that they borrow for an extended length of time; 2) that the university e-mail accounts could be extended to donors; 3) that small gifts could be sent to donors as appreciation. Another form of encouraging donations would be to list the names of those who give alphabetically in the Newsletter or some other publication, including those who give memorials or tributes. The Dean agreed that Beverly could place the forms soliciting donations in a prominent place in the library.
Another way to raise funds might be the development of a cookbook or other handy guide that could be sold at local stores. In the future, we might also consider a banquet, picnic, or similar event. Tom will also find out how other state colleges/universities and their Friends manage their partnerships with private businesses for the sale of donated and surplussed books. One way to save money on the Newsletter would be to solicit free or discounted printing from a private business in return for crediting the donating business in the Newsletter.

The Board agreed to hold a downtown spring luncheon meeting of the membership in late March or early April. Beverly will contact Tim Dittmer to ask if he is willing to give his illustrated talk about his tour of duty in Iraq. If Tim is unavailable, she will invite someone else to speak on a general-interest topic. The luncheon meeting and speaker will be advertised on the calendars of the Daily Record, and Beverly will try to write a short article for the newspaper generating interest in the talk.

Following the suggestion of the Dean, the Board revised the Friends' constitution and will present the revision to the membership for its approval at the next general meeting.

Dale Comstock will accompany Beverly Heckart to the meeting of the Ellensburg Public Library's Friends on January 16. The meeting will discuss ways in which the two Friends' groups might collaborate to generate more interest and support for our two libraries.

Respectfully submitted,

Beverly Heckart
Chair