

Notes for Friends of UNC Libraries

Annual Meeting - June 24, 2024

Lunch 11:30am
Annual Meeting 12:00pm
Chin Multipurpose Room, Michener L172

Attending Friends included Mary Adams, Richard Dietz, Eugene Sheehan, Teresa McDevitt, and Helen Reed. Ex-Officio members included Jayne Blodgett, then Interim Dean of University Libraries, and Rachel Borum, Libraries Liaison. Jay Trask presented. Also participating were Library Faculty and Staff members Natasha Floersch, Kate Okayasu, Jenn Beck, Rachel Dineen, Jen Mayer, Heidi Parlin, Maggie Shawcross, Dave White, and several others who were able to pop in and out as schedules permitted.

Welcome

Mary Adams, Chair

The meeting was called to order at noon.

University Libraries Updates

Interim Dean Jayne Blodgett

UNC hired new Dean of University Libraries, Dr. Sheila Yeh, who starts at UNC on Monday. The Libraries completed its strategic plan and achieved the majority of goals. Primary accomplishments this year included the following:

- developing strategic recruitment goals
- 2 successful gallery shows
- planning for 2 traveling shows for the new year, focusing on medicine and student interests.
- coordinating study groups for students in January and April.
- Coordinating work with Facilities– new chiller installed; planning for next year’s compact shelving.
- Managing budget restrictions, including travel restrictions.
- New position in teaching and learning; some positions on hold for coming year.
- New student orientations in library; resource fair in front of library.

Jayne Blodgett is returning to faculty position.

Jen Mayer will remain in her position as Interim Assistant Dean of Libraries.

Friends Updates

Finances and Endowment in 2023-24

Rachel Borum Business Operations Manager and Accounting Specialist

Friends of the UNC Libraries Budget Overview for Fiscal Year 24

Cash Balance Report-Agency Fund starting balance of \$1,489 closed out account after purchasing most UL personnel gift cards in December, Catering for tea event in November, and flowers for Annual meeting.

Solely using Foundation account for operating expenses

Friends of the UNC Libraries Foundation operating account starting balance of \$3,022
Expenditures: \$830 Printing of brochures, gift cards for UL personnel, pastries for UL personnel)

Revenue: \$1,390 from memberships/general donations

Current balance after catering for the annual meeting hits account (\$488): \$3,094

Total expense in agency and foundation accounts: \$2,807 for FY 24

Friends of the UNC Libraries Endowment
\$36,976

Programs and Activities in 2023-24

Mary Adams, Chair

In fall 2023 the Friends of the UNC Libraries co-sponsored a well-attended tea which featured a historical reenactment by Susan Malmstedt as Frances Wisebart Jacobs. The event had been proposed for co-sponsorship at the Friend's 2023 Annual Meeting by members of the Mari Michener Gallery Committee to promote community awareness and interest in the fall semester exhibit *From Haven to Home: 350 Years of Jewish Life in America*.

While the Gallery Committee took responsibility for communicating in a variety of ways with the UNC campus community and known supporters of the libraries, the Friends' Board of Advisors focused on making contacts with and through the High Plains Chautauqua, United Way of Weld County, High Plains Library District, Beth Israel Synagogue, the Greeley Tribune's A&E supplement, and Greeley Creative District's weekly release of "What's Happening" calendar links. The tea took place on Sunday, October 29, in the Chin Multipurpose Room and entertained over 40 guests. Because we have email addresses for most of them, they will continue to be invited to Friends-sponsored events and encouraged to join our organization.

Our focus during the winter months, largely with Teresa's leadership, focused on updating and adapting the content of our membership brochure and the Friends' website in preparation for a renewed membership effort in the spring. We are still learning how the online dues payment and renewals system works and how best to coordinate the Friends' communication needs with University Advancement's operations protocols. Teresa will tell you more about these efforts.

As for program plans for the rest of 2024, you may recall that UNC Libraries' Archives and Special Collections Department holds local author Connie Willis's papers, and we have recently heard from Connie that she is amenable to scheduling an author event for this coming fall. If you haven't already met Connie or experienced her creativity firsthand, I can recommend you read some of her thoughtful, well crafted works of science fiction and fantasy.

And here's something to interest fans of James A. Michener: Helen Reed, our Dean Emerita of the UNC Libraries, brought information to share about the upcoming annual meeting of the James A. Michener Society, to which many of the Friends belong. Their meeting will be held in Greeley this September, and it's not too early to register! Thank you, Helen. Is there anything you'd like to add? (Brochures were provided by Kay Ferrell, Professor Emerita of Special Education and treasurer of the society.)

Membership and Communications in 2023-24

Teresa McDevitt, Secretary

Revised flyer

created and used in mailings

New marketing asset

Natasha, Jenn, and others helped with development of a logo for Friends.

Revised website

Updated pages focused on welcome launching page; about the friends; history and activities; membership and giving; and governance

https://www.unco.edu/library/about_us/friends/

Updated with recent activities, the May 23 governance document, membership levels and revised annual rates (Invested Friend: \$250, Contributing Friend: \$100, Community Friend: \$50, Current Student/Recent Alumni: \$25). Operationalized with help from Jenn and Natasha.

Appreciation

to Library staff, Jayne Blodgett, Jenn Beck, Rachel Borum, Natasha Floresch, and Jen Mayer from University Libraries and Clare Buttry from Development and Alumni Relations for helping convert a paper-check-based arrangement for joining or renewing membership to a system that permits Friends and Other Supporters to select an option for payment—an online forum that takes credit cards or a mail-in completed form on flyer with a check to the Friends c/o the Advancement Office. All this support provided to us during period of significantly decreased staffing for Libraries.

Communication and Outreach

Friends Board and Library Leaders in March 2023 sent updates of Friends activities and initiatives to supporters of the Friends, tailoring the communications according to affiliation: to Members, encouraging membership renewal; to Donors of Friends or Libraries, encouraging membership; to Lifetime members, encouraging donations; to student employees, encouraging membership; also periodic email announcements related to events and resources related to Friends and Library events

Membership Lists

Our colleagues in University Advancement and the Dean's Office in the Libraries have supported our efforts to update lists of our members. Mary, Jim, and I reviewed the lists and exchanged updates we had with Clare Buttry.

We have:

- 16 active annual members
- 22 inactive annual members
- 33 lifetime members
- 3 withdrawn members, who do not wish to receive correspondence from the Friends

We are reasonably certain that our membership lists are accurate and up-to-date. We will work with Clare on additions and changes as we learn of them.

Possible Timeframes for Membership Renewal and Review

We need to develop a workable schedule for recording and monitoring memberships since membership is renewable each year (July 1-June 30), whereas donations are accepted at any time.



Community Engagement and Staff Appreciation in 2023-24

Jim Riesberg, Vice-Chair

One of the duties of the Vice-Chair is to serve on the subcommittee of Community Engagement which is charged to collaborate with the UNC Libraries’ faculty and staff to propose and plan programs and events that advance UNC Libraries’ outreach and engagement with the community by creating volunteer opportunities for members of the Friends.

During the year, those opportunities included:

- An announcement that the Friends Endowment Fund reached its \$25,000 goal
- A Presentation at an Emeritus Faculty Luncheon
- Passing out brochures at High Plains Chautauqua presentation
- Helping to publicize a reception to showcase a new mural and a Smithsonian Display in Michener Library
- Be a joint host for the Frances Wisebart Jacobs Tea and collaborate with the High Plains Library District, the Weld County United Way, and the Legendary Ladies on publicity
- Present Gift Cards to the library staff at their Holiday Staff Party
- Worked with staff to create a new Membership brochure, logo, and updated website
- Helped publicize an author talk by Dr. Falcon
- Attended the Honored Alumni Distinguished Service Awards Banquet which included Jamar Rahming, ’06 for his work with Libraries
- Supported staff in promoting Bears Give Back Day
- Presented pastries and Appreciation Cards to staff on National Library Worker Day

We hope to include more members in the planning and execution of future events, and we encourage you to help identify, propose, and plan for other opportunities where we can collaborate with faculty, students, staff and the public during this next year.



Agenda item: Election of At-Large Members of the Board of Advisors Mary Adams, Chair

Need for representation as At-Large members of the board identified.
Teresa nominated Dick Dietz to serve as an At-Large member
Helen seconded
Dick Dietz unanimously approved; and he accepted.



Agenda item: FURTHER OPPORTUNITIES FOR THE FRIENDS' INVOLVEMENT
Mary Adams, Chair

Jayne recommended we look at new authors named on Colorado Humanities group, <https://coloradohumanities.org/programs/ccftb-speakers-bureau/>. They could be of interest to Friends members or prospective members.

Community Connections - As referred to in Jim's report

Program and Service Ideas - We really do need to know more about our current members' preferences and proposals for events and activities to spark interest within our community. Maybe some of you are willing to help plan those events. Are there suggestions you would like to share right now? For example:

- Welcome Reception/Meet the Dean
- Curated Volunteer Activities (Library Aides)

Please continue to give this your consideration, and email Jim, Teresa, or me later with your ideas and preferences.

Thank you!

Agenda item: Dearfield Collection/Historic Preservation

Jay Trask, Head of UNC's Archives and Special Collections
Introduced by Mary Adams, Chair

Presentation - Let's give our attention now to Jay Trask, Head of UNC's Archives and Special Collections, who has prepared a presentation on a subject of national interest. Dearfield, the site of a once-thriving Black homesteading settlement in northeastern Colorado, has long been a focus of research by UNC faculty members George Junne and Robert Brunswig, as well as Denver's Black American West Museum, former Weld County Commissioner Bill Garcia, multiple historic preservation scholars and enthusiasts, and now at last the National Park Service. The tenth Dearfield Conference, co-sponsored by UNC and the Dearfield Preservation Committee met in this very room on May 18 of this year. Some of you may have participated. Jay, we are ready to be further informed and enlightened!

Jay Trask provided a fascinating presentation on the Dearfield settlement, focusing on its history, accomplishments, research and initiatives related to Dearfield work and preservation.

Agenda item: ADJOURN

Mary Adams, Chair

Is there anything else you would like to bring up before we adjourn?

Thank you very much for attending and participating in today's meeting. Please have a wonderful, safe summer, and take every opportunity to invite your friends and associates to become Friends of the UNC Libraries!

The meeting adjourned at 1:40 pm.

Postscript to Meeting: Approval of Last Year's Annual Meeting Minutes

Mary Adams, Chair

Meeting notes for the June 22nd, 2023 annual meeting follow in Appendix A. These notes were distributed in paper format at the meeting but inadvertently omitted for review and approval. Emails were sent to members in attendance at the June 24, 2024 annual meeting for approval. Minutes were approved in this manner.

Appendix A

Friends of UNC Libraries Annual Meeting Minutes

June 22, 2023

1. The meeting was called to order at 12:31 PM. Attending Friends included Mary Adams, Jim Riesberg, Richard Dietz, Bryan Cooke, Carolyn Cooke, Eugene Sheehan, Teresa McDevitt, and Helen Reed. Attending Library Faculty and Staff included Jayne Blodgett, Rachel Borum, Jay Trask, Natasha Floersch, Kate Johnson, Jenn Beck, Rachel Dineen, and Jen Mayer. Guests included Sharron Riesberg. Meeting took place in Michener Multipurpose Room, lower level.
2. Mary Adams welcomed the group and summarized changes to the Organization and Governance Guidelines of the Friends of UNC Libraries, which were approved at last year's meeting. With the endorsement of the Friends in that meeting, and with subsequent guidance from the UNC Foundation, Mary, Teresa, Jayne, and Rachel prepared the requested clarifications, and the new Guidelines are noted as revised in May, 2023. Changes focused on administrative support with financial services for Friends funds, including Endowment funds; levels of Friends membership; secretary-treasurer position revised to become secretary responsibility (and membership fees now automated online on UNC Foundation platform).
3. Nominations were taken for positions on the Board.

Duties for the board of advisors are described in the Friends of the UNC Libraries Organization and Governance Guidelines.

Mary Adams continues to serve as Chair of Friends of UNC Libraries Board of Advisors.

Two (2) ex-officio representatives include the Dean of UNC Libraries or designee and a UNC Libraries Administrative Professional appointed by the Dean. These roles are fulfilled by Interim Dean Jayne Blodgett and Business Operations Manager Rachel Borum.

These additional positions are vacant:

- Vice-Chair
- Secretary
- Four (4) At-Large Friends

Teresa McDevitt was nominated as Secretary by Jim Riesberg; seconded by Helen

Reed. Approved by acclamation.

Jim Riesberg self-nominated as Vice-Chair; seconded by Teresa McDevitt. Approved by acclamation.

4. Updates from University Libraries (Jayne Blodgett)

Interim Dean Jayne Blodgett reviewed the significant progress of the Libraries in achieving objectives in the Library Strategic Plan. Examples include facilities improvements, new carpet in Skinner Music Library, and new adjustable height desks for all employees. Estimates are being sought for furniture replacement in conjunction with upcoming capital campaign.

Friends Endowment reached the \$25,000 goal.

Michener multi-purpose room is being named in honor of the parents of a generous alumnus and donor, Dr. Robert Chin.

The recent search did not culminate in the hiring of new Dean. Jayne Blodgett will continue to serve as Interim Dean.

5. Financial Updates (Rachel Borum)

\$4799 available in Foundation and Agency accounts

\$27,392 in Endowment

First distribution from Endowment will be in FY25, and distribution is based on a rolling 3-year plan, e.g.: \$350 (FY25), \$675 (FY26), \$1000 (FY27)

6. Opportunities for the Friends

Presentation by Kate Johnson and Rachel Dineen for Friends to co-sponsor Fall Tea with Frances Wisebart Jacobs (founder of United Way; advocate for recognition of American Jewish culture and philanthropy; event will include historical re-enactment); proposal developed by Mari Michener Gallery Committee; proposed date is for October, 2023. Teresa McDevitt moved that Friends support the Tea at requested level (\$349). Carolyn Cooke seconded. Friends approved the proposal. Ideas were offered about encouraging membership with the event. Jim Riesberg recommended remembering the late Robert and Monica Kahn at the event.

Presentation by Jayne Blodgett about Colorado Humanities/Center for the Book Speaker series. Jayne will share list with Mary Adams for possible speakers for Friends to sponsor.

Help with recruitment for new Friends of the UNC Libraries. Discussion took place regarding outreach to alumni and others. Advancement and Marketing can be of assistance in promotion efforts.

Jim Riesberg volunteered to serve on community engagement committee.

Teresa McDevitt will contact Jean Morrell and ask if Mary and she could attend an Emeritus Faculty luncheon and invite emeritus faculty to participate in the events and operations of Friends of UNC Libraries.

7. Presentation from Jay Trask, Head of Archives and Special Collections

Archives is working on numerous projects, including specialized music recordings and oral histories.

Jay Trask presented on the commemoration of *Michener Library at 50*

Jay provided such provocative details from the history of the Libraries as its first presence in a 8 X 16 ft cloakroom on campus; a raging fire in the new library building; the naming of Michener Library with James Michener present for the dedication; to today's collections with 1.5 million eBooks (owned or subscribed to eBook titles) and many additional substantial collections, resources, and services.

The 50th anniversary event was well attended and multimedia in format.

8. *Other announcements:* The 23rd annual Stampede Western Art exhibition is underway in Island Grove Events Center at Greeley Stampede; information sent by Colette Pitcher.
9. The meeting adjourned at 1:45 pm.

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unco.edu/library/about_us/friends/