

10-9-2013

## SAPL Board Meeting : 2013 : 10 : 09

Nelson Poynter Memorial Library.

Society for Advancement of Poynter Library.

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**Society for the Advancement of the Poynter Library**

**Board of Directors Meeting**

**October 9, 2013**

**Call to Order**

**Minutes, Marci Jacobs**

**Treasurer's Report, Deb Factor**

**President's Report, Sue Fraser**

**Dean's Report, Dean Carol Hixson**

**Old Business**

**New Business**

**Adjournment**

Society for the Advancement of Poynter Library  
Board of Directors Meeting Minutes  
October 9, 2013

Attendees:

Sue Fraser  
Dean Carol  
Linda Dobbs  
Carolyn Edds  
Deborah Factor  
Najwa Hahn  
Ann Sackett  
David Shedden  
Louise Weaver  
Stephanie Brown

The meeting was called to order at 4:35 pm by President Sue Fraser.

Those present introduced themselves, and the minutes of the society's last meeting were read. The minutes were adjusted to correct the spelling of Dean Hixson's name and the minutes were adopted.

Society Treasurer Deb Factor distributed the financial report. The financial statements showed a balance of \$1785.98, as well as projected expenses of \$1536.71. These expenses include literature program costs of \$1000, liability insurance costs of \$475.46, and Florida Department of State annual report costs of \$61.25.

Dean Hixson stated that a \$500 donation had been made. She noted a discrepancy in the financials due to an error involving auxiliary funds that were entered into the wrong account. She said that she would see that reports from previous period were corrected.

Sue Fraser reported that, to best support the needs of the library, the society's mission would be shifting to emphasize membership promotion and advocacy. A discussion of the process for sending and recording the results of the annual SAPL membership renewal letter followed. Sue offered to assist with determining and then calling SAPL members who had not renewed their membership for the year. Dean Hixson agreed to send Sue a membership list for that purpose.

Dean Hixson reporting that the university was in the process of developing a strategic plan with the assistance of consultants hired by the chancellor and a 40-person group from the university and community. She said that the group expected to finish the plan in February, and added that she was updating the library's strategic plan and its policies and procedures.

Dean Hixson also reported that library would be working with the Florida Humanities Council to create a digital archive that would be "full-text" searchable. She distributed a USFSP New Center clip that described the effort.

Other activities mentioned by Dean Hixson included the addition of a Scholar's Lounge to the library

(courtesy of a donation from Dr. Heller), the need for computer furniture, and the launch of a new website for the library. She also mentioned that planning was underway for a number of new events.

Dean Hixson discussed the need to raise funds for the university and the library, and asked for SAPL's assistance in introducing her to their social groups so she can network to disseminate information about the library.

Respectfully submitted,  
Stephanie Brown  
Secretary