
“Friend”ly Correspondence



UPCOMING: Fall Program Oct 26th

*The Newsletter of
Friends of the
Otterbein Courtright
Memorial Library
Volume 1 • Issue 4
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Be sure to mark your calendars for 7:30 p.m. October 26th.

Details to come but here is a hint... It will be exciting!!

Who are the “Friends of the Otterbein Courtright Memorial Library?”

Their purpose: The friends are an association of persons interested in: (1) Promoting the interests of the Library; (2) Encouraging an understanding of the part the library plays in educating Otterbein students, in supporting faculty and staff, and in cooperating with other libraries to share resources; (3) Encouraging gifts and bequests to benefit the library, and (4) Assisting the Library and its staff with exhibits, programs, publications, and other appropriate means.

Membership: Membership in the Friends is open to any person who is interested in supporting the activities and programs of the Otterbein College Library, and who has contributed either financially, or through service, or the gift of a special book, a collection of books, manuscripts, periodicals, or other informational formats.

A Penny for your Thoughts... or your library!!

Start saving your pennies now... we will be collecting them for this fall's fund-raiser. The goal is to

collect one mile of pennies (rolls end-to-end). More details can be found in the notes from the fund-raising working group, but here is the basic breakdown:

One roll of pennies (50 cents) = 3 inches. 3 inches x 4 rolls = \$2.00 per foot of pennies. \$10,560 in a mile of pennies (21,120 rolls). If we collect nickels and dimes too...they add up pretty quickly. Friends, Public, Faculty and Students will all compete to show their support for the library.

Plans made and leaders chosen to take “Friends” through the upcoming year



By: President Sylvia Vance

The annual meeting of the Friends of Courtright Memorial Library on April 16 had –along with delightful moments-- fruitful ones as all present participated in a discussion session about membership, fundraising, or programs. A first result from the meeting was several new committee chairpersons: Beth

Rigel Daugherty for membership, Marilyn Day and Joanne Van Sant for fund-raising projects, and Mary Pat Knight for programs. The four officers, along with these four persons, have met (as a Friends Council) to ponder and create. Other sections of this newsletter will highlight some plans for the 1999-2000 year. This one addresses the new membership levels.

It was well said, in the membership discussion group at the annual meeting, that a major reward of Friendship is seeing our support magnify the equipment and service potential of the Library in particular and tangible ways. It was exciting to read through the “wish list” developed by the library director Lois Szudy and her staff, and to realize that Friends-raised funds could provide for so much there. With this vote in the back of our minds, the membership group (and later the full group present) turned their attention to the challenge of reworking the levels of membership donations for Friends participation. Several suggestions sparked our thought: adding a student/new alumni membership, shaping a family membership, and providing for productive and flexible levels of support in line with similar Friends and service groups.

After much discussion, the Friends Council has agreed on the new annual membership donation levels that are presented for the 1999-2000 year. The new levels of donation apply to those joining or renewing after August 1st, 1999.

The new and enthusiastic committee chairpersons promise a fine Friends year. Our previously raised funds have been going to work in the Library (see report elsewhere in the newsletter). We have a target of a 50% increase in membership for the 1999-2000 year. We know you'll help support the Library—that campus-wide institution which serves everyone in the College, and helped shape the education of all its alumni. Help us spread the word to build our membership numbers.

Be sure to save the evening of Tuesday, October 26 for our fall program.

In the Piggy Bank



By: Treasurer, Lois Szudy

As of June 30, 1999, the Friends of the Courtright Memorial Library have \$7,542.37 in the account. This figure is misleading, however, as several of the wish list items have been ordered, but the invoices had not been received by that date. Once all items are ordered and paid, the amount in the treasury will be significantly less.

In the previous Friends newsletter, the library listed several items that we needed to purchase or acquire to improve the quality of the library and our services. At the April 16 meeting

the Friends in attendance agreed to fund as many of these items as possible. As the Friends treasury was not large enough to fund all of the items, we have been fortunate that a number of individuals came forward and met this challenge by donating additional money, time or expertise. Thank you to all of you that helped, you are angels.

Re-frame Historical Pictures – The re-framing of the historical pictures is proceeding and should be finished and the pictures ready to be hung in Towers Hall by the beginning of Autumn Quarter, 1999. The generosity of several people contributed to the success of this project. A big thank you to:

David Lehman '70 of Culver Art & Frame for his expertise and for providing the frames and matting at a reduced cost.

Sandra Hume (current Otterbein student and staff member in the Instructional Support Services department and the Library) for removing the old frames and installing the new frames.

Stephen Grinch '98 (College Archivist) for all of his work on this project.

Susan Wilson and other members of the Development Office for all of your efforts.

Anonymous Donor a special THANK YOU for providing the funds necessary to complete this project.

Public Announcement System – The cost for purchasing this system was quoted at \$7,972.40. We are currently negotiating with the company and hope to have the cost reduced to an amount that is

fundable as a shared expense between the Friends and the Library.

Display Accessories – Thanks to a generous donation by Ann and Stuart Wildman, we were able to purchase a new children's book display and numerous additional display holders for the 2nd and 3rd floor display racks.

Microform Reader/Printer – The library is currently obtaining bids for this equipment. The costs will be approximately \$11,000. The library is working with the Registrar's office, which also needs a reader/printer, to determine ways to share this machine and thus decrease the costs for both of us. This equipment could be the focus of our "Mile of Pennies" fundraiser.

Reference Works – Four items were purchased for the Reference collection at a total cost of \$1,646.25 (a savings of \$53.75). These sets are available in the Reference area.

Reupholstering Furniture – The library couches and chairs for the staff lounge are currently being upholstered by Hanes Upholstery at a cost of \$1,728. Should additional money become available, the company will begin reupholstering the chairs on the first floor.

Cash Register – The Circulation department is in the process of pricing cash registers. The total cost of this register will be approximately \$400-\$500 for a heavy-duty machine. We are waiting on additional quotes before purchasing.

VCR Units – the Instructional Support Services department have

decided to not replace their current units and thus we have taken this request off of the list.

Every Minute Counts

by Phil Barnhart

Minutes from the April 16th Meeting:

At 7:22, following a supper featuring the appearance of a group of lively deceased literary figures, President Sylvia Vance convened the business meeting for 31 members of the Friends of the Courtright Memorial Library.

Betty Woodworth Clark was introduced as design artist for the first Friends of the Library Bookmark. It is hoped this will become a tradition with a newly designed bookmark each year.

Jamie Philips was introduced. She has "volunteered" to be the FOL Newsletter Editor, for which the current Secretary is eternally grateful.

The Secretary declined to render a recital of the minutes of the 1998 Annual Meeting as he had not attended and thus would not be responsible for anything that had occurred.

The Treasurer reported a Friends account balance of \$8932. A question was raised as to the source of the presently available funds. Lois Szudy reported about \$600 came from the 'Murder in the Library' program and about \$6000 was raised in the catalog card and memorabilia auction. The rest came from membership dues and individual donations.

The Nominating Committee (consisting of Marilyn Day, Jane and

Albert Horn) recommended to the organization that the present cabinet be asked to continue in office for another year. Without wild cries of objection (or in spite of the same) the recommendation of the Nominating committee was accepted unanimously. The officers of the Friends serving through June 30, 2000 will be:

President: Sylvia Vance
Vice President: Waid Vance
Secretary: Phil Barnhart
Treasurer: Lois Szudy

New Positions filled are:

Program Chair:
Mary Pat Knight
Membership Chair:
Beth Daugherty
Fund-raising Co-Chairs:
Joanne Van Sant
Marilyn Day

Library Director Lois Szudy presented a list of library needs appropriate for consideration by the Friends for support, noting that a donation has already been received to support the proposed display accessories. Barnhart moved, Day seconded that from the list, 1) seed money be provided for framing of historical pictures, 2) a public announcement system be supported, 3) reference works be purchased, 4) a start on the re-upholstery project be made, 5) a cash register for the circulation desk be purchased and 6) two VCR units be purchased for the Instructional Support Services department. The motion passed unanimously.

President Vance then described the three discussion groups for the evening and allocated attendees to evenly populate the sessions. The Membership Group

was convened by Sylvia Vance, the Fundraising Group by Lois Szudy and the Program Group by Phil Barnhart.

The business meeting then adjourned at 8:05.

Ideas for 1999-2000 Programs:

by Bert Horn

The Program Working Group
Participants: Carol Barr, Ann Miller, Bert Horn, Jane Horn, Marilyn Glover, Jim Grissinger, Jodie Grissinger, Phil Barnhart (facilitator).

Phil presented a list of potential program ideas. After a brief opportunity to scan the list a lively discussion arose concerning the list and possible other options for consideration.

Specific recommendations for a Program Committee to consider include:

1. A variation on the traveling book bag to have a FOL book bag travel between Friends, alumni, faculty etc. with books for the library to be added for the library collection. Suggested program would be devoted to a presentation of the travels of the book bag(s).
2. Approach local stations to interview common book authors when they are on campus to present on radio or TV. Fred Anderle's call-in show on WOSU-AM would be a prime target.
3. Use the Alumni College as a source for help in identifying buildings, individuals, etc. in archival photographs.
4. Have FOL sponsor efforts to include the general public in Beth



Daugherty's presentations of the common book author's work.

5. Provide the effort necessary to offer autographed items for sale on the Internet.

A Pocket Full of change and other Fundraising Ideas:

by Lois Szudy

The Fund Raising Working Group
Participants: Mary Cay Wells, Joanne VanSant, Marilyn Day, Jane Miller, Gordon Barr and Lois Szudy (facilitator)

Lois presented a list of possible fund raising ideas obtained from the national friends organization. The group discussed these ideas, including:

1. The remainder of the autographed items: We discussed the possibility of selling them on an ongoing basis, via the Internet, at another event, and to dealers. No one way was chosen as the best, therefore, the library staff will work on arrangements for selling the remainder.

2. Adopt a book or other material: We will try to encourage the Friends to provide money to purchase books or other materials in memory or honor of someone. We will specifically encourage this around the December holidays.

3. Wish lists in the newsletter. Due to the success of including our needs in the previous newsletter, the library will continue to include these on at least an annual basis.

4. Create endowment(s) for the purchase of library materials. This will be a long-term goal. Need at least \$10,000 to create an

endowment; preferably should be much higher. Will need to work with the Development staff and the Grants Office at Otterbein to achieve this goal.

5. Literary theme baskets. Create a literary theme basket, with a book and other items, to be auctioned off. The group did not decide when or how to proceed with this idea.

6. Invite speakers to a library event. Collect donations from individuals, corporate sponsors or other groups for a luncheon with a speaker, at which we would also charge admission. Would need to coordinate this idea with the program group.

7. Collect a mile of Pennies (or miles of pennies, nickels, dimes, and quarters). The group was very enthusiastic about this idea and decided to try in the fall term. The goal would be to pay for a MF reader printer or a public address system for the library. We would involve the fraternities, sororities, and other student groups. We could have contests between groups to see who could collect the most. We would try to find some interesting containers to encourage donations. If successful, a mile of pennies would raise \$10,560. [a mile of: Nickels (\$42,240), Dimes (\$105,600), and Quarters (\$211,200)]. NOTE: we are on our way already with this effort as many of the individuals at the April 16th meeting emptied their pockets and purses of pennies and donated \$.36; only \$10,559.64 left to go!

Project Recruit

by Doris Ebbert

The Membership Working Group:
Participants: Betty Woodworth Clark, Beth Daugherty, Doris Ebbert, Lillian Frank, Dick Yantis, Jane Yantis, Sylvia Vance (facilitator).

What do we offer?

- Seeing quick and tangible results of our efforts e.g. Using funds to make visible contributions to the Library

- Library privileges at OHIO LINK libraries statewide, through our courtesy card.

- High school teachers who bring their classes to use the Library may become Friends and so receive special privileges.

Who should we target and how?

- Graduating Seniors - offer a one-year complimentary membership. Ask each senior to return a show of interest to provide a basis for membership renewal next year.

- Former employees, both student and other. Consider recruiting them through *Towers* membership in exchange for a specific title to be added to the collection or for contributions toward a specific project, such as binding, mending a title, etc.

- People who may hold a special interest in the Archives and archival projects. Offer a membership in exchange for substantial help with a project. (side thought: Could the Friends hold a Photo identification party?)

Should we offer more or more varied types of memberships?

- Suggestion for the officers-offer three levels of membership

New Alumni at \$5.00
 Friend / alumni status at
 \$10.00

Friend with borrowing
 privileges at \$25.00.

(Note: See "Membership Changes" article for decisions made by the Friends Council.)

Should we set a goal for increased membership during the next year?

- Beth suggested that we target a 50% increase in membership (approximately 45 people) as a goal for 1999-2000. That would bring our total membership to near 130.

**Membership Changes
 For 1999-2000**



by: Director, Lois Szudy

The membership categories for the Friends of the Otterbein College Courtright Memorial Library have changed for the 1999-2000 fiscal year. Instead of the Friends members paying dues, all members now make a donation to the Friends based on their ability and desire. You can become a Philanthropist with a donation of \$500 or more; a Benefactor with a donation between \$100 and \$499; a Contributor with a donation between \$50 and \$99; or an Imaginative Friend with a generous non-monetary donation (books, videos, your time, etc.). OR if you

prefer, you can donate money toward an Individual membership at \$20 or a Family membership (2 or more individuals living in the same household) at \$35. Otterbein students can become members of the Friends for \$5.00. All of these donations qualify you for a one-year membership to the Friends of the Library.

Changing to a "donation" rather than "dues" structure makes it easier for the Otterbein Development Office to comply with Internal Revenue Service regulations. These changes do not affect your benefits as a member. You can still receive borrowing privileges to the library by becoming a Friend. There is no cost associated with this privilege and therefore, your entire donation is tax deductible. In addition, your donation qualifies you to receive our published newsletters as well as invitations to Friends meetings and programs.

These changes take effect on August 1, 1999 for those people who have not yet renewed or become a member for this year. If you have already paid for your membership for the 1999-2000 fiscal year, then you will continue to be a member for this fiscal year at the previous rates.

OUR NEXT MEETINGS:

Fall Program: Oct. 26, 1999
 Spring Meeting: April 14, 2000

**Autographs
 By: Lois Szudy**

Celebrity Autographs are for sale at the library. Come visit the library and

purchase autographed catalog cards and computer printouts (both framed and unframed), as well as other signed items such as books, postcards, and art work. Cards are going fast, but some of the signatures which are currently available are: Bob Greene, Eric Segal, Jeff Bridges, Eldridge Cleaver, Ed Emberley, Shirley MacLaine, Jean Auel, Jan Brett, Virginia Hamilton, Peter Benchley, Tim Rice and many Otterbein related individuals such as Michael Herschler, J. Patrick Lewis and our own Sylvia Vance.



**A Little Note
 By: Editor, Jaimie Philips**

Hi! As the new "editor" I get this little block to say stuff...I guess it's a "perk" of the job. In this newsletter I would like to take a minute to thank the Friends group for the fabulous Olive Garden Dinner, and live entertainment at the April 16th meeting. I had a great time, really enjoyed the meal and skits, and appreciated the opportunity to meet some of the Friends. Thanks Again! I hope to meet even more of you at the Fall Program. Have a great summer, and I will see you in the Fall.

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Please note that your membership expires on the date shown on your mailing label. To renew please use enclosed membership form. Thank You.

*Enclosed is your latest “Friendly
Correspondence,” the ‘New and Improved’
Newsletter of the Friends
of the Courtright Memorial Library!!!!*