

**Friends of the Lucy Robbins Welles Library, Inc**

**Advisory Board Meeting Minutes**

**Addendum: Minutes of the special, September 29, 2010 meeting to discuss Wild Apricots and Membership.**

Board Members present: Natalie Harbeson, Brian Wood, Kaye Burke, Carol Jordan, Michelle Tine, Anita Wilson, Regina O'Connell, Phil DesJardins, Anne Sousa, Ann Marino, Mary Jane Michaels, and Marcia Montgomery.

Others present: Liz Palaia, Sue Wright

Meeting began by President Natalie Harbeson reading the Purpose of the Friends from the By-Laws.

Discussion: There is a consensus that we need to commit to a new way of handling membership and it seems as if going with Wild Apricots can be viewed as an opportunity for the Friends. Advantages to using Wild Apricots include: user friendly, able to access from anywhere with an internet connection, relative cost when compared to other software.

If we commit to this, we need a web-site policy (subcommittee of Board to write – discuss at Oct 13<sup>th</sup> meeting). Duties need to be divided so that no one person is overwhelmed. At least one overall administrator is needed and that person(s) should be on the Board during the initial trial period. Privacy and personal information needs to be safeguarded. Those with administrative power need to be carefully chosen. Membership needs to be the first priority to get up and running so that Patty will be available to work with the committee as a resource.

Overall Administrator/Web Master: Natalie Harbeson and Brian Wood.

Committee Chairs will have administration of areas that pertain to their committee or delegate that duty (with the approval of the Webmaster or another as determined by policy)

Web Membership Committee: Christy McDonald, Anne Sousa, Mary Jane Michaels, Marcia Montgomery, Ann Marino, Michelle Tine. (To implement new database procedures – not replace current committee)

Motion made and seconded to lease Wild Apricots for a year trial. Motion passed unanimously.

Special meeting adjourned.

Respectfully submitted,