

**Minutes of the  
APRL Board of Trustees Meeting  
February 9, 2007, 1:00 P.M.  
Riverside, California**

Ken Grant, President, called the meeting of the board of trustees of the American Philatelic Research Library (APRL) to order at 1:05 PST.

**Trustees present:** Ken Lawrence, Dan Walker, Charles Peterson, Ken Grant, Wade Saadi, David Straight, Jack Flannery, Roger Brody, Peter Martin, Roger Schnell **Others attending:** Janet Klug, APS President; Virginia Eisenstein (APS and APRL attorney ); Ellengail Beuthel, Nancy Clark, Janice Weinstock, Peter Mastrangelo, Gini Horn, Ken Martin, Hugh McMackin.

**1. President's Welcome.** Ken Grant welcomed all those in attendance.

**2. Approval of Minutes and Phone Votes**

Motion by Dan Walker, seconded by David Straight, to approve the minutes of the two August 25, 2006 Board meetings. Passed Unanimously.

**3. Reports**

**a. APRL Administrator**

Peter Mastrangelo reported on the progress of the Campaign for Philately, the continued development of the American Philatelic Center, specifically progress on the Gordon and Mary Morison Pavilion and the next tenant phase of construction. He reported that the conversion to new catalogue software will commence shortly and will take about eight weeks to complete.

Motion to approve the report by Ken Lawrence, seconded by Dan Walker, Passed Unanimously.

**b. Librarian**

Gini Horn reported on the reorganization of the book collection commenting on the work of volunteer Richard Nakles who is assisting on the project. Most of the material in the book collection has been completed. It is anticipated that the Vertical File materials will be completed by early 2008. Library staff continues to monitor circulation statistics. Since the last quarter of 2006 requests seem to have returned to levels prior to the fee increase in November of 2005. Motion to approve the report by Charles Peterson, seconded by David Straight, Passed Unanimously.

**c. APRL Attorney**

Attorney Virginia Eisenstein reported that the Library faces no pending litigation. She reported that she spent time reviewing the whistleblower policy to be presented to the Trustees later in the meeting.

Motion to approve the report by Dan Walker, seconded by Charles Peterson, Passed Unanimously.

**d. Treasurer**

Dan Walker provided an overview of finances. Motion to approve the report by Charles

Peterson, seconded by Roger Brody, passed unanimously.

#### **4. Old Business**

American Bank Note Archives (Discussion, no action taken.)

#### **5. New Business**

a. Program to sign up new Patrons - Discussion, Roger Schnell and Gini Horn were to investigate possible opinions and present a proposal to the Board at the Portland Meeting.

b. APRL Auction of excess material - Discussion, no action taken.

c. Sarbanes Oxley Related Policies:

(1) Whistle Blower - Employment protection policy. Charles Peterson moved to accept the policy presented by Society Attorney Virginia Eisenstein, seconded by David Straight, passed unanimously.

(2) Document Retention - No action, subject was tabled.

d. Board of Trustees's Ethics Guidelines. David Straight moved acceptance of the Ethics Guidelines, seconded by Dan Walker, passed unanimously.

#### **6. Planning session**

Considerable discussion of the following subjects: Shared vision, Asset inventory, Program/Audience array, Partner and Significant constituents, Strategic planning. The results of this will be reviewed later.

Meeting adjourned by President Ken Grant - 3:55 PST

Respectfully submitted,  
Roger G. Schnell, MD  
Secretary APRL