

# *The Quatrefolio*



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Quatrefoil Library -- 1619 Dayton Avenue -- St. Paul MN 55104      Volume 1, No. 2 - March, 1991

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## **WE'VE MOVED !**

Quatrefoil Library moved into its new facilities on Sunday, March 24. We are now situated in the lower southwest corner of the building, Suite 105. The new space totals close to 2000 square feet, a 67% increase in space. This will provide separate areas for office, computer, meetings, storage and general use. The extra room will also allow us to set aside space for quiet reading, something that has not always been possible in the past. The meeting rooms will be available for use by groups in the community when they are not being used for Quatrefoil events.

A large "thank you" to those who helped in the move.

## **OPEN HOUSE**

To celebrate the move to our new facilities, an open house will be held on Sunday, April 21, from 1:00 to 5:00 pm. Our special guest will be Barbara Gittings, internationally known Lesbian librarian and archivist, featured in the documentary "Before Stonewall." Members, friends, and the public are all welcome. If you would like to help with the event, contact David at the library.

## **MORE FURNITURE NEEDED**

With the increase in space, we also need more furniture. If you have any of the items listed on the next page to donate, or you would like to contribute towards their purchase, contact Greg at the library.

## Items we need:

Bookcases, with four shelves and sliding glass doors (for rare books)

A single bookcase with four shelves for reference materials

An hand cart

A conference table with thirteen chairs

Office dividers, both four and six-foot high

A recycling bin

Miniblinds, 23" x 54"

Ten folding tables

An intercom

Six lamps

Five occasional tables

Rugs: one 6' x 8', one 4' x 5' and one 2 1/2' x 4'

Two hearing-aid compatible touch-tone phones

Three large floor plants and ten smaller potted plants

Display cases

A blueprint/map file cabinet for posters, etc.

A credenza

A microfiche reader

A microfilm reader

## BOARD NEWS

The Board and other committee members gathered on Saturday, January 20, for a day of long-range planning. We reviewed the history of the library, and were amazed at how much had been accomplished in five years. We talked about our hopes for the library in the future, as well as some of our concerns. One of our dreams has already come to pass - the move to a larger and more flexible space.

The Board also held monthly meetings in both January and February. Our most significant decision was to move to the new suite. Other developments include opening the library on Sunday afternoons (1-5pm), starting sometime in late spring, and the adoption of a new video policy (see below). We also offered a complimentary group membership to students at Central High School. We are pleased that those students will have access to stories and information relevant to their lives as well as a supportive atmosphere in which to browse.

## ***Board News continued . . .***

Other committee news: The Acquisitions Committee has openings for a few new members. Tasks include attending monthly meetings and leading one of more collection-related projects. Projects we are currently working on are: monitoring donated books, evaluating the collection, establishing an acquisitions procedure, developing ideas for grants and gifts and selecting materials to purchase. A one-year commitment is desired. To indicate your interest in this committee, leave your name and phone number at the library in care of the Acquisitions Committee.

Also, the Acquisitions Committee will be looking for suggestions via a suggestion box for resources members would like to see at the library.

The Program Committee invites anyone who would like to be involved to contact Ed at 871-1180.

## **BIBLIOPHILES WANTED**

The Acquisitions Committee is looking for 15 volunteers to help evaluate Quatrefoil's collection. Each volunteer will be assigned a particular section of the collection. The project will consist of three related tasks. Part one will begin on April 20 with an orientation meeting and a preliminary review of the collection. In part two, volunteers will work on their own schedules to check resource lists to Quatrefoil's collections. The final part will involve writing a report and a collection development plan with a prioritized list of needed titles. Informal meetings will be held throughout the project to exchange information and support.

While subject expertise is helpful, a strong interest in learning about books, information resources and literature is the only requirement. The work these volunteers do will influence the growth in numbers and quality of the materials that Quatrefoil can provide to our community.

To volunteer, leave your name and phone number at the library in care of the Acquisitions Committee, specifying that you are interested in being a Collection Evaluation Volunteer. The orientation meeting is April 20, 9-12 at Quatrefoil.

## **QUATREFOIL ON THE AIR**

On Thursday, March 28, Quatrefoil begins a regular bi-weekly feature on KFAI Radio's "Fresh Fruit" program. Twice a month, you can tune in to "Fresh Fruit" and hear reviews of books, find out who's writing what about topics of interest to our rich and diverse communities, and generally catch up on the latest in the library.

The first feature will introduce you to books that focus on how Gays and Lesbians have been portrayed in the media, particularly in film - a sort of historical precursor to the upcoming Gay and Lesbian film festival. On April 11, the subject will be children's books - for kids with Gay and Lesbian parents, and for Gay and Lesbian parents with kids. April 25 will be the first installment of "Coming Out books - Then and Now," a semi-regular feature.

Future shows will cover books on AIDS, religion, poetry and local authors. A frequent feature will be "Outing Dead Authors." There is more to come. Regular features for KFAI's "Lesbian Half-Hour" and GAZE-TV are being developed.

You can find KFAI at 90.3 on your FM dial. "Fresh Fruit" runs every Thursday evening for 7:00-8:00, followed at 9:30 by the "Lesbian Half-Hour" on "We Want You To Know." To find out times and channels for GAZE-TV in your area, call GAZE at 336-4006.

"Quatrefoil on the Air" is open to any interested volunteer. Call the library and leave your name and number for Betsy.

## **NEW VIDEO POLICY**

Beginning April 1, 1991, members who have any overdue videos will not be allowed to check out any additional library materials until the videos are returned to the library. The board recently implemented this policy so that videos would continue to be available to all Quatrefoil members.

**QUATREFOIL LIBRARY**  
**Income Summary**  
**Year Ending 1990 December 31**

GENERAL REVENUE

Memberships	7,745.00
Memberships +	1,830.20
Contributions	13,274.36
Ticket Sales	1,185.00
Book Sales	2,758.45
Fees	577.10
Misc.	135.50
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Total General Revenue	27,505.61

GENERAL EXPENSE

Rent	14,470.00
Utilities	1,036.73
Telephone	442.66
Supplies	1,771.53
Postage	960.00
Room Rental	471.50
Food/Beverage Service	377.75
Honoraria	110.00
Memberships	1,000.00
Equipment Rental	422.35
Equipment Repair	825.78
Insurance	848.00
Bank Charges	165.52
Bank Card Fees	37.10
Advertising	273.72
Conference Fees	65.00
Miscellaneous	7.64
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Total General Expense:	23,285.33
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Excess of Revenue over Expense	4,220.28

CAPITAL EXPENDITURES

Equipment	0.00
Books and Subscriptions	701.95
Depreciation	432.26

**QUATREFOIL LIBRARY**  
**Balance Sheet**  
**1990 December 31**

	<u>Jan. 1</u>	<u>Net Change</u>	<u>Dec. 31</u>
<b>ASSETS</b>			
Cash	586.42	1,168.33	1,754.75
Reserve Fund	0.00	2,350.00	2,350.00
Prepaid Expenses	949.00	.00	949.00
Furniture and Equipment	1,443.21	(432.26)	1,010.95
Books	2,451.76	701.95	3,153.71
	<u>5,430.39</u>	<u>3,788.02</u>	<u>9,218.41</u>
Total Assets:	<u>5,430.39</u>	<u>3,788.02</u>	<u>9,218.41</u>
<b>LIABILITIES</b>			
Liabilities	0.00	0.00	0.00
<b>FUND BALANCES</b>			
General Fund	1,535.42	1,168.33	2,703.75
Reserve Fund	0.00	2,350.00	2,350.00
Furniture and Equipment*	1,443.21	(432.26)	1,010.95
Books and Subscriptions**	2,451.76	701.95	3,153.71
	<u>5,430.39</u>	<u>3,788.02</u>	<u>9,218.41</u>
Total Liabilities and Fund Balances	<u>5,430.39</u>	<u>3,788.02</u>	<u>9,218.41</u>

*Furniture and Equipment at Cost:	2,855.58
Less Accumulated Depreciation:	<u>(1,844.63)</u>
	1,010.95

\*\*Does not include books purchased before 1987 or value of donations

## **UPCOMING EVENTS**

April 21 -- open house with Barbara Gittings  
May 17 -- deadline for next Quatrefolio  
May 18 -- 10am to 3pm - spring book sale  
May 25 -- library closed for Memorial Day weekend

## **COME SEE US**

Quatrefoil Library is located at 1619 Dayton Av, St Paul. That's one block northwest of Snelling and Selby. We're convenient to #4, #16, #94B and #21 bus lines. The library is open Monday-Thursday evenings 7-9:30, and 12-4pm Saturdays. Our phone number is 641-0969. The library is wheelchair accessible via the elevator at the southwest entrance of the building.

## **HELP US SERVE YOU BETTER:**

**Please return books promptly.**

**Notify the library as soon as possible concerning a change of address and/or phone number.**

**Renew your membership promptly.**

**Deadline for next Quatrefolio: May 17**

## **FROM THE EDITOR**

They truly are here! The Quatrefoil mugs are now on sale at the checkout desk for \$5, plus tax.

Thanks to all who made the 2nd annual birthday dinner a success: Leslie for planning and arrangements, Ed for the flowers, Lyra Concert for the music, Cathy and Dick for sharing their remembrances and visions of the past and future of Quatrefoil, MJM Productions (Mary Jean) for the entertainment, and the volunteers who helped clean up.

The Quatrefoil Library  
1619 Dayton Avenue  
St. Paul, Minnesota 55104

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