



**Library Board Development Committee Meeting Agenda  
2/1/2019**

**2:30pm**

**Leonard Archer Meeting Room**

Call to Order

1. Public Comments
2. Review of 1-3-2018 minutes and old business action items
  - a. Donor lists
  - b. Draft letter
  - c. Build donor pyramid
3. Budget Review
  - a. Overall Project budget and software system trials
  - b. Campaign goal and budget
  - c. Accounting procedures SCLS, MCF, City
    - i. Make recommendation to Library Board for 2/12/2019 mtg.
4. Review Project messaging and story
5. Review Timeline
6. Naming Rights Policy
  - a. Review of currently named
7. Donor Recognition
8. Engagement Ideas
9. Next Meeting 2/14/2019 3:30 Leonard Archer Meeting Room
  - a. Set next dates
10. Adjourn

Any person who has a qualifying disability as defined by the Americans With Disabilities Act and who requires the meeting or materials at the meeting to be in an accessible format must contact the Reference Desk at (608) 827-7403, located at 7425 Hubbard Avenue, Middleton, Wisconsin, at least 24 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

BOARD & COMMITTEE MEMBERS: If you are unable to attend this meeting, please notify Jocelyne Sansing, [jsansing@midlibrary.org](mailto:jsansing@midlibrary.org) or (608)827-7425 by 8a.m January 31st.

**Agenda Posted: 3pm on Tuesday January 29<sup>th</sup>, 2019**