



**Library Board Development Committee Minutes
7/15/2019
7 pm
Leonard Archer Meeting Room**

Call to order

In attendance: J. Sansing, R. Light, K. Natoli, J. Gillman, C. Ward-Reichard, M. Paulisse

Minutes taken by J. Sansing

1. Public Comments

None

2. Campaign status check-in

Director Sansing reported the total funds raised YTD are \$20k, this includes the first naming rights gift agreement for one study room.

3. Review of Naming Rights Look Book

Group discussed the look book and having it ready for the Jazz event. Good to go ahead and put online. Staff will ask MCF for feedback.

4. Review and assign prospecting list contacts

Letter writing workshop on Saturday Sept. 14th 1-3pm stop in and write letters targeted to past trustees, 2004 donors, and those you may know.

5. Update on Grants

J. Sansing will be working on E.T.C. and Evjue Foundation next. Please pass along other grants and passive opportunities to J. Sansing.

6. Friends updates

a. Culvers Give night August 6th 4pm-8pm

This was a fun event and thanks for Culvers for hosting us and donating \$387 to Next Chapter!

b. Grand Opening/Open House for Book Sale

Date is set for Oct. 18th with fun all day and ceremony in the afternoon. K. Natoli will send an invite to be shared at the Jazz event.

7. To do's:

a. Mail letter to donors from Friends

Need to draft a letter to send to current Friends supporters re; Next Chapter.

b. Set dates for email blasts (once a month?)

Staff can do this

c. Create video content (Charlie, Joe, Jocelyne/Social Media Committee)

Patron who helped with the Unity video may also be a good resource.

d. In the building experience ideas that connect with the campaign.

Staff will create a bulletin board for the Jazz event that could be left up afterwards.