# Library Board Development Committee Meeting Minutes
# September 3, 2026, 5:30 p.m.

## Zoom

**Minutes Prepared and Submitted by MaryBeth Paulisse**

**Committee Members Present**: Marta Bechtol, Kristen Mildenhall, MaryBeth Paulisse, Stefanie Moritz

**Library Staff:** Jocelyne Sansing

**Not Present:**

**The meeting was called to order by Chair, Marta Bechtol, at 5:32 p.m.**

1. **Public comment**
    a. There was no public comment.

2. **Approval of minutes from July 7, 2026 meeting (action)**
    a. M. Bechtol added the specific dates of June 6-8 for the library conference item.
    b. A motion to approve the minutes with the change was made by K. Mildenhall, second by S. Moritz. Motion passed unanimously.

3. **Update from the Library Director, Jocelyne Sansing**
    a. The library received a $100.00 retirement distribution donation from Joan Perry. This donation will be presented to the Trustee Board at the Tuesday meeting.
    b. The recommendation is to deposit said donation into the South Central Library System (SCLS) Foundation account.

4. **Update from the Friends President, Kristen Mildenhall**
    a. The Friends had a table for outreach at the Middleton Night Out and Get Moving Middleton. At the Get Moving Middleton meeting, the Friends received an award for the 43rd anniversary of the Friends.
    b. The 3-d printed mini vortex was a hit at Get Moving Middleton.
    c. The Greater Dane Library Consortium will convene at the end of September. K. Mildenhall and L. White will attend.

d. The Friends have signed the library up to be a stop at the Middleton Sip and stroll on October 1. Non-alcoholic beverages will be served. Signups to volunteer for the event will be shared soon.
e. K. Mildenhall also shared information about procedures for donations and maintaining proper tax status for the Friends of the Library.

5. **Community Campus Plan (discussion)**
    a. **Update on project status, Library Board President, Stef Moritz**
        i. The Executive Steering Team has been touring facilities: Oregon Public Library and Windsor City Hall. These visits have helped generate ideas and answer questions.
        ii. The RFP for the Project Manager is awaiting responses. It went out on August 31. There is a 60-day window for responses. Then the Executive Team will select which companies to come in for interviews.
        iii. The RFP for Architecture and Engineering will be shared once the Project Manager has been selected.
    b. **RFP for Community Campus Fundraising Feasibility Recommendation to Middleton Public Library Board (discussion/action)**
        i. The RFP was discussed. Due to Tax guidelines related to the Friends of the Library's current tax status, public donations above a particular threshold must be received elsewhere.
        ii. It was suggested that the RFP include language outlining a donation process aligned with the Friends of the Library's tax status.
6. **New business**
    a. S. Moritz shared a brief update from a workshop she joined on fundraising.
    b. S. Moritz has been talking with a community member about helping with fundraising.
    c. 2027 will mark the 100-year birthday of the Middleton Public Library. Staff are brainstorming ideas to celebrate. These ideas could be combined with fundraising activities.

7. **Next meeting:** November 5, 2026, 5:30 pm (virtual)

8. **Adjourn**
    a. The meeting was adjourned by M. Bechtol at 6:17 p.m.