Building Committee Meeting – July 7, 2022

Attendees: Katherine Kaste, Diana Mackie, Janet Butterbrodt, John Thompson, Pat Lenard, Adele Danielson, Samma Johnson. Virtual: Nick Kotek

Meeting began with Library Board approval of contract addendum with Cedar Corps. (Motion by Mackie, Seconded by Kaste. Passed.)

Capital Campaign could be working on the following:

1. Who are Donors – Drafting donor letters
2. Establish packet for future grants for easy access to grant writers

Awareness Committee + Friends:

1. Find people to help
	1. Show people why library is important
	2. Find members not just for cash donations: skill, interests, etc.
	3. Focus funds on raising for Friends and library support
	4. Activities, Events, and Organizations
2. Nabor Days: People needed to help with set up, break down, and manning the booth.
	1. A 10x10 Canopy. “Quiet Zone” Reading area.
	2. Samma has give away items, will set up spinner for prizes, a gumball machine, and some books for giveaway.

Grants and Funding:

1. Beginning phase
	1. Who are the big donners: banks, individuals
	2. Created an outline for a donor brochure at meeting
	3. Introductory letter can be drafted
2. Community Groups to reach out to:
	1. Farmer’s Market (information table)
	2. Music In the Park (CCA)
	3. School Functions (Open House, Child Devel. Day, Sport events?)
	4. Historical Society
	5. DJs or Truck Stop (rounding up purchases?)
	6. Area businesses for donation can
3. Volunteers
	1. National Honor Society (Liz Weir)
	2. Boy Scouts, Girl couts
4. Outline for a Donor Brochure started (in Folder)
	1. Campaign Chairs (view as an honorary status?)
		1. Cookie and Anson
		2. Kelly Kenealy
		3. Jenny Starck
		4. Guy Habeck
		5. Ascher (Country Fest)
		6. Brian Dulmes
		7. Jackie Holbus (nee Crank?)
	2. Separate documents for donating
		1. Naming Rights Document –Easily updated
		2. Setting up an online payment option via the Friends (PayPal, Venmo, etc.)

Next Meeting: Members of the Awareness Committee will meet at Kaste’s, Monday, August 1st at 10 AM.

Full Committee Meeting: August 4th at 4 PM, at the Library.