



Building Committee Agenda  
September 8, 2022 – 4:30 PM  
Cadott Elementary School Library  
Virtual: <https://bit.ly/caBuildingCommittee>

1. Update from Cedar Corp
2. Committee Progress
  - a. Awareness Committee
    - i. Donor Brochure
    - ii. Donor Letter
    - iii. Confirm Donor Levels
    - iv. Community-wide Donation Letter Draft
  - b. Capital Campaign
    - i. Committee Chair and Chairperson(s) for fund drive
    - ii. Major Donor Drive contacts
    - iii. Grant spreadsheet
  - c. Friends
    - i. 501(c)3 Non-profit status
    - ii. Electronic transfer of funds for donors - Options
3. Advice/Reccs/Questions for John Thompson
4. Future Dates:
  - a. Committee Whole: October 13, November 10, December 8. 4:30 PM, Elementary Library
  - b. Awareness Committee:
  - c. Capital Campaign Committee:
  - d. Friends: Booyah Days, Halloween Trunk or Treat, Membership Drive event
5. Public Comments
6. Adjourn

**\*A quorum of the library trustees will be attendance at this meeting. No other library business will be discussed or acted upon.**

Questions or requests for further accommodations may be directed to the Library Director at 715-289-4950 or [cadotptl@cadottlibrary.org](mailto:cadotptl@cadottlibrary.org)