

The meeting was called to order at 5:30 pm by Chair Hug.

- 1.0 ROLL CALL** – Present: Chair: Andrea Hug, LuAnn Bird, FOL President, Diane Edward, Colleen Resendiz, Al Strekow, HC Historical Society President, and Kathy Zellmer. Director Patricia Laughlin. Absent: MaryAnn Lindberg. Audience: none

After roll call, Mr. Strekow distributed copies of the Hales Corners Library History from the H.C. History Book 2015.

2.0 AGENDA ITEMS

- 2.1 Minutes of the December 19, 2018 meeting were reviewed. Correction noted for the spelling of Kathy Zellmer’s name. A motion was made and seconded (Bird/Strekow) to approve as corrected; motion passed unanimously.

- 2.2 Milton Public Library – Photo Tour: Ms. Bird presented a power point presentation highlighting the recently updated Milton Public Library. Information presented included the successful 100 women’s and Agricultural campaigns, numerous donors/partners who funded specific areas of the facility. Spark, the makerspace that provides for a place where kids can use their creativity to do projects. There is also the option of checking out materials for home use. The children and teen areas were very inviting, providing adequate space for programs like story time and teen game nights. The upgrade included up-to-date smart chairs, tables, bathrooms, study rooms and other technologies. A coffee bar was also available for patrons.

Committee member takeaways included the need for lots of sponsors and donors. A library now can have lots of uses and consider the needs of all ages, serving a lot of different people with different needs including audio/visual/CD/DVD/computers, etc. Milton has something for everyone. It is open and welcoming. Also, many areas were designed and decorated to reflect the local farming and manufacturing culture of the community.

- 2.3 Civil Engagement Question #3: Ms. Laughlin presented the results of a community vote put out to patrons who visit the library. Of the 100 votes cast, 80% (80 voters) said they would support an expansion. 16% (16 voters) would not support an expansion and 4% (4 voters) were indifferent. Committee members felt it was great to see this support. It was noted that if actual financial numbers were part of the question it might change the result. It was noted that this is expected to be a friendly crowd because they already use the facility and are familiar with the needs and that a survey of the larger community be conducted.
- 2.4 Case for support, capital campaign timeline: Ms. Laughlin noted the charge to the committee which is to create a strong case for support written from the perspective of the potential donor. For a complete case statement, such as the examples

before the committee, would be written by a professional fund raiser. Committee members reviewed the two examples of case statements for capital campaigns from Somerset Public Library (WI) and Elk Rapids District Library (MI). After the review Ms. Hug facilitated a discussion to decide which components of a case statement the committee felt necessary to write at this time.

From that discussion, for now, the document will contain the following:

1. The history of the Hales Corners Library (provided by the HC Historical Society)
2. A summary of current project descriptions based on the Himmel & Wilson Study
3. Outline the current space and facility needs from the Himmel & Wilson Study
4. Potential donors/foundations/grants and at what level we think they can give
5. The timeline of events bringing the project to this point (that was created by Ms. Bird)

2.5 Volunteers – to work on capital campaign: Ms. Hug presented several lists of foundations that donate money to causes related to education and/or libraries. There was a question about confidentiality when talking about potential donors.

2.6 Next meeting dates: Monday, February 11, 2019 and Monday, February 18, 2019

3.0 ADJOURNMENT: Motion and second to adjourn (Edward/Resendiz) at 6:40 pm; motion passed unanimously.

LuAnn Bird / (e-signature)

LuAnn Bird, Secretary

Library Study Committee: Andrea Hug (Chair), LuAnn Bird, Diane Edward, MaryAnn Lindberg, Colleen Resendiz, Al Streckow, Kathy Zellmer
Ex officio: Patricia Laughlin

cc: Library Board, Library Director, Library staff, Library Bulletin Board, Village Administrator, Village Hall Bulletin Board