

The meeting was called to order by Acting Chair Pat Laughlin at 5:30 pm.

1.0 ROLL CALL – Present: Andrea Hug (5:40 pm), Marsha Hammer, MaryAnn Lindberg, Al Strekow, and Kathy Zellmer. Library Director Patricia Laughlin. Absent: Diane Edward, Colleen Resendiz. Audience: None

2.0 PUBLIC COMMENT – none

3.0 AGENDA ITEMS

3.1 Select a Chair for the Committee: Kathy Zellmer said she would be willing to serve as chair. After a brief discussion, there was a motion and a second (Hug/Strekow) to approve Kathy Zellmer as chair of the Study Committee; motion passed unanimously.

3.2 Minutes of the September 17, 2020 meeting were reviewed. A motion was made and seconded (Strekow/Hammer) to approve; motion passed unanimously.

3.3 Wright Family Bequest: Ms. Laughlin reported on email communication with Tom Wright. The family is in the final stages of closing up their parent's estate and they are very excited about the donation to the library.

3.4 Library Building Project:

3.4.1 Requests for Proposals: Ms. Laughlin reported on the RFP process for construction services and architectural and engineering study.

3.4.2 Talking points: The library's website includes a Building Project button with information about the project, copy of the RFP for construction service, history and documents on space needs study, facility study, and public support.

3.5 Naming Rights: Committee reviewed the Library Board policy on Naming Rights. Committee members with fundraising experience will share examples of naming rights policies that include levels of support.

3.6 Capital campaign:

3.6.1 Erie Insurance: Committee considered using Benevity Causes to apply for a donation towards the building project. Marsha Hammer volunteered to work on this project.

3.6.2 Donations: Committee reviewed an example of online donations used by the North Shore Library and the 100 Women Challenge that has a growing number of contributions. Discussion on various ways of promoting donations: pledge a 3-year commitment, recurring donations, appealing to men, families, readers.

3.6.3 Grant applications: Ms. Zellmer reported on the work she and Diane Edward have done with the Holz Family Foundation and the Reiman Foundations. Establishing donor levels is an important component.

3.7 Next meeting: Date and time to be determined.

4.0 ADJOURNMENT: Motion was made and seconded (Strekow/Hug) to adjourn at 6:19 pm; motion passed unanimously.

Patricia Laughlin/ (e-signature)
Patricia Laughlin, Acting Secretary

Library Study Committee: Diane Edward, Marsha Hammer, MaryAnn Lindberg, Colleen Resendiz, Al Strekow, Kathy Zellmer
Ex officio: Patricia Laughlin

Distribute: Library Board, Library Director, Library staff, Village Administrator
Post: Library Bulletin Board, Village Hall Bulletin Board, Fire Department Bulletin Board