



BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS

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DEVELOPMENT COMMITTEE SPECIAL MEETING MINUTES

A special meeting of the Bethel Public Library Board of Directors Development Committee was held on **Wednesday, April 1, 2009, 7pm** at the Library - 2nd floor conference room, 189 Greenwood Avenue, Bethel, CT 06801

Present: LBOD members: Bob Crnic, Lorraine Go, Richard Merritt, Leslie Mason

Committee Volunteers: Volunteer Coordinator; Debbie Smith,

Absent: LBOD members: Daniel Gaita & Terri Rotella

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1) **Call to Order:** Meeting was called to order at 7 pm.

2) **Approval of Prior Meeting Minutes:** Vote to approve the March 18th Development meeting minutes was tabled due to lack of required quorum.

The next meeting of the Development Committee was scheduled for Wednesday, April 15 at 11am in the 2nd floor conference room of the Library.

3) **Capital Campaign:**

A) **Review Bethel Blooms Event Logistics, volunteer list and schedule:** Volunteer Coordinator, Debbie Smith, briefed members on ongoing volunteer recruitment efforts for upcoming events. Mrs. Smith also disclosed efforts she made on procuring pansy flats from local sources including Hollandia, Bethel Food Market, Steck's Nursery & Agway. Due to economic conditions Mrs. Smith suggested that it may be difficult to expect retailers to contribute free flats of pansies as was the case last year. Debbie stated that she would continue pursuing efforts to procure the best possible price per flat or a free contribution from Hollandia. Mrs. Smith passed circulated volunteer sign-up sheet for Bethel Blooms, amongst committee members and other fundraising ideas including a raffle of gift certificates from local retailers was discussed. Bob Crnic volunteered to solicit Gift Certificates from Local retailers and restaurants. Pansy Pricing details would be finalized by Monday, April 6th.

B) **Review rock concert event logistics and schedule:** Lorraine Go disclosed that we did receive a reservation confirmation from the Park and Rec Dept. for the Municipal Center GP room on June 6th from 6pm – 12 midnight. Band recruitment is currently underway.

- C) **Review and Finalize Sponsored Area Donation Chart:** Finalization of the revised sponsored donor program was tabled until the next meeting due to Director Lynn Rosato being on vacation.
- D) **Discuss town-wide donation solicitation mailer elements:** Discussion was tabled until the next meeting in order to get Director Lynn Rosato's input.
- E) **Discuss Corporate Solicitation Campaign:** Dan Gaita has generated a Top 200 Private and Corporate donor prospect list to be used for mailing purposes. Mr. Merritt has volunteered to verify or update the list components..
- F) **Volunteer's Coordinator's Briefing:** Debbie Smith's briefing is listed in comments under (item A) of this minutes report.

4) Motion to Adjourn:

Motion to adjourn the meeting at 8 pm, was made by Leslie Mason and seconded by Lorraine Go. Motion passed unanimously.

Respectfully Submitted

Bob Crnic
Chairman, Development Committee