



# BETHEL PUBLIC LIBRARY BOARD OF DIRECTORS

189 Greenwood Avenue, Bethel, CT 06801

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[www.bethellibrary.com](http://www.bethellibrary.com)

## DEVELOPMENT COMMITTEE SPECIAL MEETING MINUTES

A special meeting of the Bethel Public Library Board of Directors **Development Committee** was held on **Wednesday, Jun 3rd 2009, 11 am.** at the Library 2<sup>nd</sup> floor conference room, 189 Greenwood Avenue, Bethel, CT 06801.

### Meeting Minutes

**PRESENT:** LBOD members; Bob Crnic, Lorraine Go, Leslie Thomas, Daniel Gaita, Director Lynn Rosato, ex-officio mbr Shani Burke Specht

**NOT PRESENT:** LBOD members; Terri Rotella, Rich Merritt

1) **Call to Order:** Meeting began at 11:03am

2) **Approval of Meeting Minutes:** Meeting Minutes of May 5<sup>th</sup>, 2009 approved unanimously.  
*Motion made by Lorraine Go, seconded by Dan Gaita with following changes:*

- Library Director Lynn Rosato was present.
- Ex-officio member Shani Burke Specht was not present

3) **Capital Campaign:**

- **Review town-wide mailer donations to date.**
  - a. \$2,505 has been received from the Town-wide mailer to date.
- **Review Chamber of Commerce solicitation results.**
  - a. No donations reported to date.
- **Discuss targeting top 100 donor / corporate prospects.**
  - a. Leslie Thomas mentioned contacting Praxair V.P. of Communications; Nigel Muir who declined an appt to tour the Library but will be re-contacted to schedule an appointment at his location.
  - b. Bob Crnic requested a list of corporate donors from area Library Directors who have conducted recent Capital fund raising campaigns.
  - c. Bob Crnic suggested contacting top corporate donor prospects to schedule presentations with their principals at their business locations. With a promised update of efforts to date for the next Development meeting (Jun 17<sup>th</sup>).

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- 4) **Rock Concert:**
  - a. All bands were still onboard and final event checklist including police coverage, updated volunteer list and access to the facility at 5pm was discussed.
  
- 5) **Kresge Foundation Grant Update**
  - a. Leslie updated committee on specific criteria required to comply with Kresge Foundation Grant application process including a letter of intent, gift chart & facilities fact sheet which is being finalized
  
- 6) **Upcoming fundraising Events:**
  - **July 4<sup>th</sup> picnic**
    - a. Continued event logistics were discussed, including committed food vendors, scheduled entertainers, and required health dept compliance.
  
  - **September Sidewalk Sale**
    - a. Preliminary discussion on the September Fall festival Sidewalk sale fundraising activities was discussed along with a decision not to participate in the Summer sidewalk sale due to 3 other organizations already using the Library grounds.
  
- 7) **Meeting Adjournment:**
  - a. Motion made by Bob Crnic to adjourn meeting at 12:15 pm seconded by Lorraine Go and approved unanimously

**Filed By: Bob Crnic / Development Committee Chairman**