



**St. Charles City-County  
LIBRARY FOUNDATION**

***St. Charles City-County Library Foundation  
March 19th, 2009 Minutes***

Meeting convened at 3:35. Kyle Gaines called to order.

**Present:** Kyle Gaines (Vice President) Warlene Reed (Treasurer), Denise Ulett (Secretary) John Thaelke, Rebecca Cody, Mark Rudolph, Larry Shroth, Ryan Robertson and Charles Lewis

**Absent:** Joe Krebs, Sheila O'Connell, Sharon Lee and David Stout

**Others Present:** Carl Sandstedt, Kristin Williams, and Todd Freund (proposed member)

**Secretary's report:** Minutes presented by Denise Ulett. Thaelke (Motion) Shroth (Second). John Thaelke suggested that we have official minutes from the Board Retreat to be presented at the next board meeting.

**Financial report:** Presented by Kristin Williams. Kristin introduced a tentative budget that would get us through the end of this fiscal year. A more formal budget for the next fiscal year will be presented at the July meeting. Motion to operate with tentative budget for remainder of fiscal year. Reed (motion) Shroth (second) all approved

**President's comments:** Read by Kyle Gaines via email from Joe Krebs. Overall Joe wanted to mention that he was very pleased with the vitality of the board.

**Committee Reports:**

- **Finance** - John Thaelke summarized the minutes from the Finance committee meeting and mentioned that the focus was on the investment policy right now.
- **Annual Campaign** - Rebecca Cody and Larry Shroth highlighted that the Imagine Campaign would kickoff at the Friends Book Sale. The idea is to piggyback on the process in place by asking customers if they would like to donate \$1 by purchasing a paper book to write their name on to show their support. The Foundation wishing well will be on site during the fair. Working on a pledge card to go with the "due date" cards in the marketing materials. Would like to develop a remittance envelope to include in the Children's program mailer. Other ideas the committee discussed were donations for speakers from the library, booths at community events, and envelopes available for IRM services.
- **ELA** - Kristin Williams updated the group that the goal would be to have a fall fundraiser and the group is currently looking at a Crazy bowl event. Looking at different ways to market the group in order to get more people involved.
- **Planned Giving** - Denise Ulett commented that we have a good start with different ideas

on how to get information about the Library Legacy Society into the hands of the Books to You participants. Tim DeGhelder will be serving on this committee and will be a good link to that group.

- **Trivia** - Kyle Gaines updated everyone on where we stand for trivia night. If you are interested in volunteering they will take you. But overall everything should be good to go. He thanked those that brought their donation for the cooler of alcohol as well as the other donations that they had provided.

### **Planning and Development Coordinator Comments:**

Barb Griffith will be stepping down from her board position after many years of loyal service due to the conflict of interest as director of the Community Living Organization. Barb plans to continue to serve on the Planned Giving committee. Kristin Williams presented the results of the mission and messaging brainstorming session that took place during the Board Retreat. The Board decided to add the phrase "for today and tomorrow" to the end of the mission statement. Rudolph (motion) Thoeke (second). Kristin distributed the in-house marketing wall pieces that will be hung in the branches. The physical presence will make it easy to direct patrons to for more information during the annual campaign and throughout the year. She also reminded the board of the Planned Giving program sponsored by the Charitable Giving Network set for Tuesday April 28th. The idea is to encourage all of St. Charles County residents to consider Planned Giving. She also asked for some volunteers to sit on the Householder Scholarship Task Group to review the process. Warlene Reed, Mark Rudolph, Kyle Gaines, and Denise Ulett volunteered.

**Director's Comments:** Carl informed the board that the District will be conducting 3 building projects simultaneously. He discussed the progress in the RFQ process for architectural services for the new building on the Spencer Road Branch Campus estimated at 6 million dollars. The Winghaven Express Branch will be adding an extra 1000 feet. The City of Augusta is building a new facility that will house the South County mini Branch.

### **New Business:**

Board unanimously voted to approve proposed member Todd Freund.

Meeting adjourned at 5:00 p.m.

Recording Secretary, Denise Ulett

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