



St. Charles City-County Library Foundation  
May 12, 2011 Minutes

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

**Present:** Todd Freund, Kyle Gaines, Joe Krebs, Sheila O’Connell, Ryan Robertson, Mark Rudolph, Danielle Tormala, John Thoeke, Denise Ulett, Victoria Schmitt Babb, Kris Weidenbenner

**Absent:** Rebecca Cody, Sharon Lee, Charles Lewis, Warlene Reed, Larry Shroth, Keith VanHoy, Blake Wyatt

**Staff:** Kristin Williams, Jim Brown, Lisa Dunham

**Secretary's Report:** Minutes presented by Kyle Gaines. Kris Weidenbenner made a motion to accept the minutes as presented. John Thoeke (Second). Motion passed

**Financial Report:** Presented by Kristin Williams. Kristin reviewed the finances with the group and pointed out significant variances. The largest variance continues to be the Capital gifts and timing with the Imagine Campaign being pushed back to start in fall. Joe Krebs made a motion to receive the finance report as presented. Victoria Schmitt Babb (Second). Motion passed.

**Committee Reports:**

**ELA** – Sheila O’Connell shared with the group the plans for Books Bats & Brew and encouraged everyone to attend. She also talked through some preliminary plans for Art Uncorked which includes a \$5 General Admission this year. ELA Meeting summary is included in Board Packet.

**Marketing** – Lisa Dunham shared with the group the ideas that continue to flow with quarterly events and the facebook strategy. Baby Kid Expo was a great success and was a great match for the Library Foundation. Marketing Meeting summary is included in Board Packet.

**Planned Giving** – Denise shared with the group the goals for the committee of creating a Protecting Your Assets Series that will target those caring for their elderly parents as well as Library Legacy Society prospects. The first one will be in September. Additionally, we are looking to do an event in Feb/March 2012 to showcase all we have to offer through the library district for the senior population. Planned Giving Summary is included in the Board Packet.

**Finance Committee** – Ryan reported that the Foundation will have Botz Deal, who does the audit for the District, do both the audit and 990. When the District goes out to bid next, we will make sure that the Foundation’s needs are specified and a separate pricing

for that is provided. Acropolis presented the quarterly investment review and also informed us of a money market account through Enterprise Bank that is earning 1.35%. The paperwork was filled out to make that transfer. Ryan also shared with the group the proposed payment plan for the \$500,000 commitment for the NEW Spencer Road Library. Additionally, a preliminary conversation was had on developing a statement / spending policy to explain the purpose of the investment account. The Finance Committee Meeting summary is included in the board packet.

**President's Comments:** Kyle reviewed the Executive committee report with the group and said that most of it will be covered in New Business. Additionally he asked everyone to take a look at their Imagine Campaign pledge cards and reminded the group of the importance of 100% board giving before we go out to the public and ask for their support.

**Planning and Development Coordinator Comments:** Kristin followed up from Kyle's Imagine campaign conversation and asked the group if they would utilize a personal online giving tool if the District were to invest in one. This is similar to the American Cancer Society's personal fundraising tools for people participating in Relay for Life. It shows your goal as a thermometer and you email out your page to your contact list and as people donate it goes towards your individual goal. The group agreed that this would be a great resource and also agreed to utilize it. Kristin will find out how to take cash gifts and manually enter them to count towards the individual's goal. Kristin also updated everyone on the latest delivery of Early Literacy Kits and conversation arose on who should be eligible to receive the kits. Kristin will pursue this conversation. Kristin asked for a few board members to serve on a Bylaw review task force. Victoria, Kyle and John agreed to do so. Kristin also informed everyone that the Trustees were interested in a joint meeting and that will take place on Thursday August 11<sup>th</sup>.

**Directors Comments:** Jim Brown gave an update on the Spencer Road construction. Once we are given the keys to the building we will need 3 months to move, demolish, and finish the building and parking areas.

**Old Business:**

10-14 Foundation funding for Spencer Road – The task force recommendation is to name the Community Commons wing with \$150,000 support from the Foundation. The task force recommendation was included in the board packet. John Thaelke made a motion to approve the recommendation. Victoria Schmitt Babb (second). Motion passed.

**New Business:**

- 11-06 Approval of FY12 Slate of Officers (Larry Shroth, President; Kyle Gaines, Vice President; Ryan Robertson, Treasurer; Denise Ulett, Secretary). John Thaelke made a motion to approve the FY12 Slate of Officers. Kris Weidenbenner (second). Motion Passed.
- 11-07 FY12 Budget – Kristin introduced the first look at the budget and will provide a final budget for approval at the July meeting.
- 11-08 Board Members Terms – Kristin shared with the group the idea of pulling board members terms together to develop classes so that we can be more strategic in

succession planning. The group agreed with Kristin and it was the consensus of the board to proceed in this manor.

**Comments from the Foundation Board:**

- Ryan Robertson shared with the group a Social Media seminar that 5/3 Bank would be hosting at the Middendorf Kredell Library on May 23<sup>rd</sup>. Kristin will email the group the invitation.
- Kris Weidenbenner shared with the group that the New Frontier Bank Investment Group agreed to have the Library Foundation's Imagine Campaign as the beneficiary of their golf tournament in 2013.
- Victoria Schmitt Babb invited everyone to the ground breaking of Unlimited Play's inclusive playground in O'Fallon on June 4<sup>th</sup>. Come out before Books, Bats & Brew!

Hearing no other comments, Gaines sought a motion to adjourn the board meeting. Weidenbenner (Motion) Thaelke (Second). Meeting Adjourned at 5:05pm

Recording Secretary, Denise Ulett  
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