



St. Charles City-County Library Foundation  
September 8, 2011 Minutes

Meeting convened at 3:30pm. President Larry Shroth called to order.

**Present:** Rebecca Cody, Todd Freund, Joe Krebs, Kyle Gaines, Steve McKinstry, Sheila O'Connell, Warlene Reed, Ryan Robertson, Larry Shroth, John Thaelke, Denise Ulett, Kris Weidenbenner

**Absent:** Sharon Lee, Charles Lewis, Victoria Schmitt Babb, Danielle Tormala, Keith VanHoy, Blake Wyatt

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

**Secretary's Report:** Minutes presented by Larry Shroth. Joe Krebs made a motion to accept the minutes as presented. Warlene Reed (Second). Motion passed

**Financial Report:** Presented by Kristin Williams. Kristin reviewed the FY12 finances through August with the group and pointed out significant variances. Kristin pointed out that for the campaigns the money is spread all in the front end so that we can track the actual to goals throughout the year. However, the ticket sales for Art Uncorked are behind last years numbers and Kristin asked that everyone push hard these last few days to help get the sales moving. The Imagine Campaign is just starting now, so that will continue to be a spreading issue. John Thaelke made a motion to receive the finance report as presented. Kyle Gaines (Second). Motion passed.

**President's Comments:** Larry Shroth summarized the Executive Committee meeting and pointed out the request by the District to pay the invoices directly for the signage for the NEW Spencer Road Library. This is included in the Fixtures and Furnishings support of \$500,000, or whatever is raised, commitment to the District. It was decided to make this a formal part of the agenda so that it was documented. Shroth also commented that the join Trustee and Foundation meeting was a great success and looks forward to those types of meetings continuing on in the future.

**Committee Reports:**

**Finance** – Thaelke reported on the finance committee meeting and pointed out that although the investment advisors recommended a change in the investment policy, the committee felt that change was not necessary since it was in Acropolis' policy. Therefore keep the onus on them to comply. Thaelke also let the group know that they worked to clarify the spending policy and pointed out the proposed language in the packet.

**ELA** – Sheila shared with the group the discussion at the last ELA meeting, focusing on the need for support of the upcoming Art Uncorked event. The next event they are planning is a social event that will take place at a St. Louis Blues game. She again invited anyone to come to a meeting to get to know the great group of young professionals that support the Library.

**Marketing** – Lisa reported that it was a small group, but they made some suggestions and recommendations for support of the upcoming Heather Brewer event. The Foundation is sponsoring the event and will provide give away items, as well as attendance prizes and food. She requested for some volunteers to assist that night to help promote the Foundation. Shroth and Denise Ulett both volunteered to help out.

**Planned Giving** – Ulett shared with the group the updates on the Protecting Your Assets seminars that are coming up this month. She also shared with the group the success that was had at Baue’s senior fair. They estimated over 1500 people in attendance.

**Planning and Development Coordinator Comments:** Kristin Williams reiterated the importance of supporting Art Uncorked in order to make sure that it continues to be a success. Ticket sales are critical. She also, referenced the 2012 meeting dates in the packet and asked that everyone put those on their calendars now. Williams also shared with the group the recommendations from the Early Literacy Task Group. She let them know that more work needs to be done and the goal will be to have a more firm process in place to present at the November meeting. Williams then asked for volunteers to help plan a VIP event that would occur in the Spencer Road Library prior to it being open to the public. Tentatively looking at Early December, but it will depend on occupancy permits. Kyle Gaines, Rebecca Cody, Lisa Dunham and Sheila O’Connell all volunteered to help plan this event. Finally Williams walked through the new personal fundraising tool to assist the board members with raising money towards their personal goal for the Imagine Campaign. She handed out screen shots of how to get set up and walked through the process. Everyone was encouraged to get theirs set up, or ask for help, during the months of September and October.

**Directors Comments:** Jim Brown updated everyone on the progress of Spencer and offered a tour to those who would like to stick around. Spencer is officially closing on September 16<sup>th</sup> and looking at January for a soft opening to the public, with a Grand Opening event to occur sometime after that. Brown also discussed where the District was with the Strategic Planning process and was also encouraged with the joint meeting. The Friends and Foundation would be asked for further input as they got deeper in the process.

**Old Business:**

FY12-01 Revised Bylaw Approval – remains tabled until lawyer review

**New Business:**

FY12-04 Approval Householder Scholarship Requests – Williams presented the requests and recommendations for this years Householder Scholarships. She commented that it was a great group of requests. Thoelke made a motion to accept the requests as presented. Gaines (second) Motion passed

FY12-05      Signage for Spencer Road. Thaelke made a motion that the Foundation will directly pay signage invoices to Triune Communications as part of the Fixtures and Furnishings support. Krebs (second). Discussion: Cody asked if they were confident that they were getting a good price if it isn't going to be bid. Brown responded that the quality of work is great, and they know libraries. They have talked to the libraries that have used them in the past and all were very satisfied with the quality of work and price of the service. Motion passed

**Comments from the Foundation Board:**

Hearing no comments, Shroth sought a motion to adjourn the board meeting. Krebs made the motion to adjourn. O'Connell (Second). Meeting Adjourned at 4:50pm

Recording Secretary, Denise Ulett  
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