

# MINUTES

## Waverly Public Library Fundraising Committee

May 17, 2023

At 4:35 p.m., Deanna McCue called the WPL Fundraising Committee to order on Wednesday, May 17, 2023, at the Waverly Public Library.

**Present:** Diana Blake (at 4:43 p.m.), Kim Folkers, Dani Gordon, Ross Helgevold, Deanna McCue, Elaine Main, Stephen Main, Sarah Meyer, Bethany Nelson (left at 5:30 p.m.), Fred Ribich.

**Absent:** Blake Conover, Jim Janssen.

**Agenda:** The agenda was approved (Ribich moved/Folkers seconded).

**Minutes:** The May 3, 2023 minutes were approved (Ribich/Folkers).

**Campaign progress:** Since April 11, the grassroots campaign totals \$43,000, about a quarter of its goal. This totals \$844,503.75 with leadership gifts.

**City and county funding:** No report.

**Grassroots/communications subcommittee:** Several on-line posts have followed the grassroots event. Communication suggestions include: Ask whether library spot in the Chamber newsletter could focus on the campaign. Tie connections with Waverly-Shell Rock schools to fall bookmobile visits. Submit Deanna's thank-you press release next week. Participate in towns' summer parades. Include the campaign when the bookmobile is introduction at Kohlmann Park summer concerts. Attach a temporary campaign banner to the bookmobile.

**Building and grounds committee update:** At two meetings with architects, changes were made to the story tree's Request for Proposal (RFP) and to the adult seating area by moving the fireplace to a three-sided location. Donors who selected the adult sites as naming opportunities will be informed about the change. RFPs will appear on the campaign website as well as the Master Builders of Iowa website. The two meeting rooms' soundproofing might be limited to insulating the gap between the top of the wall and the ceiling. An architect meeting on June 16 will report on specifics regarding various construction choices.

**Leadership gifts subcommittee:** Eighteen Eisenach residents attended two campaign presentations. Perhaps phone calls would jog minds of tier two contacts, and early publicity listing donors was mentioned. This donor list could be on the website, an email, a lobby posting, or a campaign newsletter. It will be important to check data in Little Greenlight software against original pledge forms. Kiwanis meets at the library May 30.

**Operations subcommittee:** Letters are being sent to contributors reporting IRS status, and Sarah is writing thank you notes.

**Grants subcommittee:** A letter of intent has been sent to Black Hawk Gaming Commission. After July 1, a letter of intent will be sent regarding a Community Attraction and Tourism (CAT) grant. Requests have been sent to the Max and Helen Guernsey Charitable Foundation and T-

Mobile Hometown Grants. Additional grant possibilities include H.W. Rathe Fund within the Northeast Iowa Community Foundation and Veridian Credit Union.

**Next meeting:** 4:30 p.m., Wednesday, June 21, 2023. Future meetings will be on July 19 and August 16.

**Other business:** If the campaign has raised excess funds after renovation bills have been paid, consensus was that Building and Grounds Committee would take a recommendation about excess funds to the library trustees.

**Adjournment:** The meeting adjourned (S.Main/Ribich) at 5:37 p.m.

Respectfully submitted,  
Elaine Main, Secretary