

MINUTES

Waverly Public Library Fundraising Committee

October 26, 2022

On October 26, 2022, the WPL Fundraising Committee met at the Waverly Public Library.

Present: Diana Blake, Blake Conover, Kim Folkers, Dani Gordon, Jim Janssen, Deanna McCue, Elaine Main, Stephen Main, Sarah Meyer, Fred Ribich.

Absent: Ross Helgevold, Trevor Krug.

McCue called the meeting to order at 5:02 p.m.

Agenda: A motion passed to approve the agenda (Blake moved, Ribich seconded).

Minutes: Minutes from October 12, 2022, were approved (Janssen/Ribich).

Campaign master schedule: No changes.

Waverly Public Library Building and Grounds Committee: Helgevold, Meyer, Linda Podhajsky, and architects met with Frank Hunter, Ironclad, Des Moines, to view storytree ideas. Since construction will be open to bidders, Studio Melee is preparing storytree specifications. The baby play zone will be flexible. A virtual donor wall is being considered. The committee will meet at 8:30 a.m., Monday, October 31.

Leadership gifts subcommittee: A \$25,000 pledge has been received, possibly naming the Fireside Nook. The Fireside Den has been named, as well as one of the corner gardens. Library staff will be asked to brainstorm additional committee members to ask for leadership gifts. Caller training takes place after this meeting and again next week. Blake has “cleaned” the prospect list.

Communications subcommittee: Four resource documents will be ready for callers— case statement brochure, three questions flier, naming opportunities flier, and pledge form. Letterhead, and acknowledgement letter are in the works. FAQs (frequently asked questions) is online. Encouraging children’s contributions was mentioned. The website needs edits. Fred will contact James Mossman to get the video on flash drive.

Operations subcommittee: Little Greenlight software is being purchased. It allows unlimited users, which may include the Foundation and Friends. Folkers obtained an ACH form from First Bank for the Foundation account, which will help donors pay monthly installments. PayPal is being investigated by Ryan Webster and Larry Roth. After obtaining software, a flow chart will be created to define steps. The library foundation tax number will be available to patrons who request it.

Grants subcommittee: The grant list has been pared and a calendar built. The subcommittee meets at 1 p.m., October 27. Kris Fare is working on a grant with a November deadline.

Other business: Ribich asked when board members will indicate their amount of support. Emails will be sent to board members with a middle of November deadline. One Friends member has not returned a pledge card.

Adjournment: The meeting adjourned (Ribich/Folkers) at 6:00 p.m.

Next meeting: 5 p.m., Wednesday, November 9, 2022.

Respectfully submitted,
Elaine Main, Secretary