

President Kris Weidenbenner called meeting to order at 4:05pm

Present: Kelli Brammeier, Rebecca Cody, Kyle Gaines, Sharon Lee, Steve McKinstry, Heidi Meister, Trevor Rees, Debbie Rutsch, Larry Shroth, John Thoeke, Danielle Tormala, Kris Weidenbenner, Blake Wyatt

Absent: Kathy Dougherty, Andrew Haines, Nicole Kozma, Victoria Schmitt Babb, Mandy Studer,

Staff Present: Lisa Dunham, Karen Englert, Erica Land and Jim Brown

Approval of Minutes – Minutes from the April 2015 meeting were presented by Kris Weidenbenner. Blake Wyatt made a motion to approve. Sharon Lee (second) motion passed.

Erica Land jumped to the Executive Director comments to recognize outgoing board members; Kyle Gaines, Trevor Rees, Larry Shroth, and John Thoeke. Erica recognized the board members leaving by ordering their favorite books and placing them in the branches. Each board member received an engraved bookmark.

Financial Report – Karen reviewed the financial report discussing any variances. Kris Weidenbenner asked why revenue was down in fundraising. Karen explained the revenue goal for the Gala was set too high. Sharon Lee asked why program expenses were down with the Ready to Read program. Karen explained that she was able to get books much cheaper than what was originally budgeted.

Committee Reports

- Steve presented the Executive Committee summary. In finance, lines will be added to the budget to give more explanation of expenses. The gala was a huge success with a great turnout. We were down in revenue due to over budgeting. Steve mentioned that working with KolbeCo will be good for the Foundation, as long as they can make introductions and open doors.
- Blake Wyatt presented the Development Committee summary. Art Uncorked is November 14th, and the focus is on sponsorships and partnerships. Rebecca Cody asked when the materials would be sent to the public. Karen explained that once we met with the marketing department to discuss the needs, the material and save the date cards would be sent out.
- Heidi Meister presented the Program Committee summary. The Storybook Walk has a new logo and Karen is currently working on Ready to Read marketing.

Executive Director Comments- Erica gave a review of the Gala. Due to inconsistencies with this year's event coordinator, Erica and Karen are in the process of hiring a new coordinator. The board recommended starting sponsorship requests earlier due to companies doing their budgets August-October. Karen discussed blending the sponsorship/partnership to one ask for both events; Art Uncorked and the Gala. Erica reviewed the strategic plan for fundraising. An action plan is set into place to increase fundraising in key areas. Erica then reviewed the 2015-2016 Budget; there will be a lot of potential in grants, increase fundraising efforts, along with corporate partnerships. Blake

Wyatt made a motion to approve the budget. Steve McKinstry (second), motion passed. The last comment from Erica was about the Joint Meeting that will take place either in late August or early September. Tentative dates will be emailed out; please respond with first and second options.

Library District Comments – Jim Brown shared exciting strides with the Foundation and Marketing departments are taking place and more collaboration is occurring. The District is wrapping up a successful Summer Reading. Jim shared a few special events taking place in the branches; Curious Critters, Telescopes, and Star Gazing parties. All the branches will be rolling out self –check at the end of July.

Friends of the Library Comments – Debbie shared that the Friends of the Library book fair will be July 17-19 and are still looking for volunteers. The event will be held at the Convention Center. Lisa Dunham added the non-profit courtesy will be on Sunday.

New Business

- FY16-1** Sign policies (Whistle Blower and Conflict of Interest) give to Erica
- FY16-2** Approval of Debbie Rutsch to a second term. Danielle Tormala made a motion to approve. Kyle Gaines (second), motion passed.
- FY16-3** Dianne Garrison and Susan Prichard approved for new board members. Kyle Gaines made motion to approve. Debbie Rutsch (second), motion passed.

Comments from the Foundation Board

None

Blake Wyatt made a motion to adjourn the meeting at 4:56pm. Kyle Gaines (second) Motion passed.

Recording Secretary, Erica Land
Meeting Minutes – September 9, 2015
St. Charles City-County Library Foundation