

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES
Building Project Task Force Meeting
Friday, August 26th, 2016

1. **CALL TO ORDER; ROLL CALL:** The meeting was called to order at 2:00pm by Kathy Meierhoff. The committee met in the Children's Activity Room of the Lake Bluff Public Library.

PRESENT: Carl Schons, Cal Stroh, and Kathy Meierhoff

ABSENT: None

LIBRARY STAFF PRESENT: Eric Bailey, and Liliana LaValle

MEMBERS OF THE PUBLIC: Jon Heintzleman, and Don Souhrada

2. **FUNDRAISING FEASIBILITY STUDY**

- a) **DISCUSSED:**

- A review of the feasibility study timeline. Quality trumps speed.
- The necessity of a database. Don Souhrada recommends Greenlight.
- To identify donors, craft a prospectus, and then meet with potential donors before the Thanksgiving holiday.
- The materials needed by TWB to create a prospectus.
- Potential donors, and potential committee chairpersons.

3. **Any other business:**

- a) (None)

4. **Adjournment:** Meierhoff moved and Schons seconded that the meeting be adjourned at 4:00pm.

AYES: Meierhoff, Schons

NAYES: None

ABSENT: None

Respectfully submitted,

Eric Scott Bailey