

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES
Building Project Task Force Meeting
Monday, May 2nd, 2016

- 1) **Call to Order; Roll Call:** The meeting was called to order at 5:00 PM by Kathy Meierhoff. The committee met in the Children's Activity Room of the Lake Bluff Public Library building.

Present: Carl Schons and Kathy Meierhoff

Absent: None

Library Staff Present: Eric Bailey

Members of the Public: Don Souhrada and Jon Heintzelman

2) **Minutes of April 20th, 2016 Task Force Meeting**

- a) **RESOLVED:** Schons moved and Meierhoff seconded that the minutes be approved. Aye: All.

3) **Discussion of Response to Request for Proposal for a Fundraising Consultant**

- a) Jon Heintzelman and Don Souhrada of Ter Molen, Watkins, and Brandt met with the Task Force to answer questions regarding their fundraising bid and the fundraising process. Items discussed:

i) The possibility of building the cost of the campaign into the total number to be raised.

ii) The library has minimal fundraising infrastructure in place.

iii) While a fundraising campaign is never a certainty, Jon and Don said the odds were good in the library's case that the amount sought could be raised.

iv) The advantage to having a third party involved in the process.

v) The likely time frame for completing a fundraising project.

- b) **REQUESTED:** Further information regarding the cost of having Ter Molen, Watkins, and Brandt involved beyond the preliminary phases of the fundraising process.

- c) **RECOMMENDED:** That the Board of Trustees meet with Don Souhrada and Jon Heintzelman.

4) **Any other business:**

- a) (None)

5) **Adjournment:** Meierhoff moved and Schons seconded a motion to adjourn the meeting at 6:37 PM.

AYES: Meierhoff and Schons.

NAYES: None

ABSENT: None

Respectfully submitted,

Eric Scott Bailey