

Town of Enfield

Enfield Public Library

New EPL Library Fundraising Committee Meeting Minutes

April 23, 2018, 6:00pm, Selectman's Conference Room, Whitney Hall

Present: Dominic Albanese, Library Trustee; Andrea Diehn, Alternate Library Trustee, Shirley Green, Library Trustee, Mark Johnson, Fundraising Committee; Francine Lozeau, Fundraising Committee; Jennifer Seiler-Clough, Library Trustee.

Excused: Susan Southworth, Alternate Library Trustee.

Dominic opened the meeting at 6:00pm.

Mark reported on the progress he is making on an update letter and fundraising report to all library donors. The report will be written such that it can be distributed to non-donors through various communications channels asking them to consider getting involved in the project.

There was discussion surrounding the Town's Strategic Governance process and this fall's Town wide facilities study and how the Library Staff, Trustees, and Fundraising Committee can appropriately participate. It was the consensus of the group that the Strategic Governance process was an important opportunity for this group to take stock of our current fundraising and building status, evaluate the assumptions that got us here, consider our current path forward and make plans to re-invigorate our fundraising efforts.

The Library Trustees will invite the Town Manager and Board of Selectman to join them at an upcoming meeting to review the Library project and seek their thoughts and support on our efforts to date. We will continue to look for opportunities to strengthen existing ties to the Board of Selectman, the Budget Committee, and town administration generally as we do our work over the summer and move into the fall.

We reviewed the draft of the current fundraising letter and report, with Mark agreeing to make revisions and distributing a 2nd draft in the next few weeks. We agreed that we'd like to get the letter in the mail to existing donors between Memorial Day and June 1st.

We agreed that over the next few meetings we will talk about communications and stewardship opportunities for existing donors and expand our efforts to identify potential new donors. We will work with Susan as she starts to think about a library friends group especially as it relates to volunteer activities both in the library generally and in our fundraising efforts.

With no more business, the meeting was adjourned at 7:35pm.

Respectfully Submitted,

Dominic C. Albanese

Chair, Enfield Library Trustees