

**Meeting of the Town of Burrillville Library Fundraising Committee, held on November 2, 2005 at 6:30 P.M. in the Jesse M. Smith Memorial Library, 144 Harrisville Main Street, Harrisville, RI, for and within the Town of Burrillville.**

**Members Present: William Beatson, Aaron Coutu, Cynthia Ketcham, Peter Walsh.**

**Members absent:: Sandra Cooney and Council liaison Jacqueline Zahn were excused due to prior commitments.**

**Also Present: Sandra Mundy, Director, Jesse M. Smith Memorial Library.**

**(Please note, agenda items were taken out of order.)**

#### **1. General discussion.**

**Committee member Cindy Ketcham discussed the Library Building Committee presentation at the Town Council meeting held on October 26. She indicated that the Committee had provided the information for the Council's consideration with the intention of going back to Council for a final go ahead on the project.**

**Sandra Mundy indicated that the OLIS deadline was quickly approaching and that a commitment from Council was necessary before moving forward with the application.**

**The Committee reviewed the funding source prepared by Town Manager Michael Wood and requested that the file be forwarded to all members for personal tracking use.**

#### **2. Review the Executive Summary and press release**

Committee members reviewed the executive summary and press release submitted by Sandra Cooney. A few minor corrections were made and it was determined that the submission of the press release should coincide with the final OK from the Town Council. At that time the press release would be sent to the Woonsocket Call, Providence Journal and Neighbors.

**3. Discuss ideas for capital campaign slogan and fundraising strategy.**

Committee member Aaron Coutu provided the members present with a list of potential campaign slogans he had developed since the last meeting. It was discussed that once a slogan had been chosen the Committee could contact the High School about having a logo designed by students.

Aaron Coutu also provided a list of other fundraising activities the committee may wish to consider. He suggested that we may consider contacting Bryant University about conducting a market survey to determine which activities would be best received and most profitable.

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**4. Other business.**

The next meeting was scheduled for December 7 or at the call of the Chair.

**5. Approve the minutes of the meeting of October 12, 2005. Motion by Aaron Coutu. Seconded by William Beatson. The motion was unanimous. Voting in favor of the motion were William Beatson, Aaron Coutu, Cynthia Ketcham and Peter Walsh.**

**6. The meeting was adjourned at 7:39 P.M.**

**ATTEST:**

**Cynthia H. Ketcham, Secretary**