

Meeting of the Town of Burrillville Library Fundraising Committee held on March 15, 2006 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 and Dana Ronci

Members absent:: Sandra Cooney

Also Present: Sandra Mundy, Director, Jesse M. Smith Memorial Library, resident Wendy Andrews.

1. Approve the minutes of the meeting of March 1, 2006.

Motion by Aaron Coutu. Second by Dana Ronci. The motion was unanimous. Voting in favor of the motion were William Beatson, Aaron Coutu, Cindy Ketcham and Dana Ronci.

2. Discuss the reorganization of the committee and identify and organize subcommittees.

Committee member Cindy Ketcham relayed the message from member Sandra Cooney indicating her wish to nominate Aaron Coutu Chair of the Committee filling the vacancy left by the resignation of Peter Walsh. Second by Cindy Ketcham. The motion was unanimous. Voting in favor of the motion were William Beatson, Aaron Coutu, Cindy Ketcham and Dana Ronci. The committee agreed to keep the remaining officers as previously elected. It was also mentioned that at a future date, the Committee would want to elect a Treasurer.

The matter of the organization of subcommittees was tabled until more members are appointed.

3. Develop a time line for the implementation of the capital campaign.

Library Director Sandra Mundy gave the Committee an update on the building progress indicating that according to the proposed schedule, the project should go out to bid by the end of March, and ground breaking should take place sometime around the middle of May. It was suggested that active fund raising be postponed until bids were received and the project was underway. In the mean time, work could begin to identify grant resources and to continue to lay the groundwork for the full campaign.

4. Update on publicity and campaign kickoff.

Since Member Sandra Cooney was not present, there was no report on the publicity package. The Committee did determine that progress needed to be made in the recruitment of honorary members. It was decided that 15 honorary members would be the target number to achieve and potential members were identified.

5. Identify potential targets for large grant and donation requests.

Sandra Mundy discussed some foundations she'd located through a web search and other possibilities were mentioned. It was decided that the committee should try to develop a list of other sources to contact.

6. General discussion of event ideas and campaign strategies.

Sandra Mundy mentioned the possibility of organizing a reception and preview of the completed building for large donors. Other ideas were discussed including the possibility of a raffle or silent auction,

special events, coordinating efforts with the Bicentennial Commission and setting up a table at the Family Fair to be held on May 13.

7. Other business.

The next meeting was scheduled for April 5.

9. The meeting was adjourned at 7:45 P.M.

ATTEST:

Cynthia H. Ketcham, Secretary