

MINUTES
LIBRARY CAPITAL CAMPAIGN STEERING COMMITTEE MEETING
September 20, 2019
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MINUTES
LIBRARY CAPITAL CAMPAIGN STEERING COMMITTEE MEETING
September 20, 2019 - 10:30 AM

Canyon Wren Wellness Center, 1101 N. HIGHWAY 197, MAUPIN, OREGON

Presiding: Donna Henderson

Committee members present: Jon Helquist, Suzanne Knapp, Frank Kay, Bronte Dod, Carol Beatty

Committee members absent: Carly Johnson, Ingrid Dankmeyer

Visitors present: Lynn Ewing, Michael Wilson

Approval of Minutes: (Meeting of August 19, 2019): One amendment was made to the August minutes. Motion was made by Frank Kay to accept the minutes as corrected and seconded by Carol Beatty. Motion carried.

Grants Update: (Michael Wilson – Westby & Associates)

The Oregon Cultural Trust awarded \$26k. We are at 82% of funding needed, which includes the additional funds needed for FFE. We are now under the umbrella of The Dalles Library Foundation, which will allow us to apply for smaller foundation grants (Autzen, Esco...). If eligible, a USDA grant could cover most of the FFE costs. For a Farm Credit Services grant the Dulings (who are customers) will write a letter.

Bronte asked about whether a Wasco County Cultural grant being applied for would be part of the overall fundraising effort, or be used, if needed, for Grand Opening programs and events. She will talk to Ingrid.

Ribbon Cutting Event & Fundraising:

Michael discussed a fill-the-shelf fundraising idea and provided a powerpoint handout. The idea would be to have stations / rooms where certain needed items would provide an opportunity for donations.

Donna asked if there were any volunteers for coordinating the event, later suggesting there could be a main coordinator and co-coordinator. Carol indicated she could coordinate but availability would not be 100%. Sue asked to hear from the other committee members and once input was received, she indicated she would be willing to be the coordinator and Carol could be the co-coordinator. Motion was made Frank Kay and seconded by Jon Helquist. Motion carried.

A discussion followed on specifics of the ribbon cutting event, following a handout Sue provided (*Ribbon Cutting Ceremony Action Plan*). Key committees and individuals were identified, as well as primary tasks. First task was to develop invitations/brochure and an invitation list. All committee members were assigned preliminary responsibilities. Date was set for December 8th, 3-5 PM, to precede the Chamber's Christmas Tree Lighting ceremony.


We debated on language for the brochure and *Save the Date* invitations, deciding on *Ribbon Cutting – Season of Giving – Join the Celebration!* Motion to accept was made by Jon Helquist and seconded by Frank Kay. Motion carried. Sue, Donna and Carol will meet during the weekend to develop a mock-up. Sue will then work with Bohn's.

Keynote speakers could be John Huffman, Sen Bentz, Rep Bonham. Lynn will contact. What are the messages to convey? Councilors could serve as hosts.

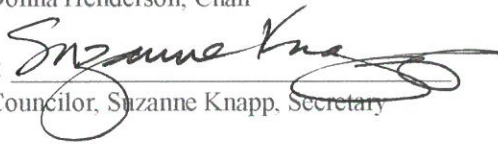
Meeting adjourned at 12:30 PM

Next meeting: **October 18, 10:30 AM., Canyon Wren Wellness Center**

ATTESTATION

SIGNED 

Donna Henderson, Chair

ATTEST: 

Councilor, Suzanne Knapp, Secretary