

MINUTES

LIBRARY CAPITAL CAMPAIGN STEERING COMMITTEE MEETING

FEBRUARY 26, 2019

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FEBRUARY 26, 2019

CANYON WREN COUNSELING BUILDING (aka Log Home)

1102 N. HIGHWAY 197

MAUPIN, OREGON

PRESIDING: Ingrid Dankmeyer, Westby and Associates

COMMITTEE MEMBERS PRESENT: Ingrid Dankmeyer, Sue Knapp, Jon Helquist, Frank Kay, Donna Henderson

COMMITTEE MEMBERS ABSENT: Rani McPhearson

Visitors Present: Lynn Ewing, Kathie Richey, Karen Dupuis

APPROVAL OF MINUTES (Meeting of December 14, 2018): Minutes of the December 14, 2018 meeting minutes were approved. It was recognized that for these minutes to be placed on the City's website, they need to be in the format the City uses, including attestation, as per the City Recorder. Sue will attempt to do the reformatting.

GRANT WRITING UPDATE:

Ingrid reviewed status on grants and the financial pie chart and grant table. Three grant applications have been submitted: Ford Family Foundation (\$250k), Oregon Community Foundation (\$25k), and Clabough Foundation (\$15k). An inquiry was submitted to the Reser Family Foundation and one will be sent to the M.J. Murdock Charitable Trust. This trust's focus will be on community meeting space. It was noted that 30% of the building is comprised of shared space and the community meeting space. It was also recognized that the original vision was for the library to be the hub and the community meeting space was primarily for Council and Planning Commission meetings. Sue commented that the space could be used for health classes to students and parents, as part of a school-based clinic proposal.

Pending Grants: The National Endowment for the Humanities is for capital grants (\$25k). As a federal grant, there are requirements for wage standards and NEPA analysis. Therefore, this grant would likely be used for equipment and furniture. For the Oregon Cultural Trust, applicant needs to be an Oregon cultural non-profit. Ingrid will check with the library district which may be a foundation already. Wasco Electric Coop may have previously given a grant to the library or city; there is a 5-year waiting period to reapply. To apply again to the Collins Foundation, outreach to achieve a broader community representation is needed, following the LAB mission and intention (diversity, inclusiveness). We don't have enough of a story yet to approach Collins again. Kathie Richey commented on the need to do a recruitment letter to seek more diversity and representation from SWC communities. Ingrid suggested this letter be sent to Cindy Knowles (Collins) and to keep the relationship going.

Capital Campaigning: A 'capital campaign committee' meeting was held on January 21st; however, only Frank Kay and Donna Henderson knew about it and attended. Frank provided handouts regarding planning for the Fundraiser and Recognition Event on April 6th (Hard Hats & Hors d'oeuvres) and another potential library donor list which Frank and Donna had worked on. This is an invitation only event, inviting those individuals who have donated \$500 + in the past, and those who could potentially contribute \$500 + (including Griffin Construction and subcontractors). Much discussion on planning, volunteers, program activities, who to invite and by whom, and the process for the 'save the date' invitation. The goal is to raise \$50,000.

GENERAL Q & A: None

NEXT MEETING: Friday, March 29th at 9:30 AM, Log Home.

ADJOURN:

Submitted by Suzanne Knapp, Secretary

SIGNED: 
Ingrid Dankmeyer, Chair, Westby & Asso.

ATTEST: 
Councilor, Suzanne Knapp, Secretary