

MINUTES
LIBRARY CAPITAL CAMPAIGN STEERING COMMITTEE MEETING
June 20, 2019
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MINUTES
LIBRARY CAPITAL CAMPAIGN STEERING COMMITTEE MEETING
June 20, 2019
10:00 a.m.

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

Presiding: Donna Henderson

Committee members present: Jon Helquist, Ingrid Dankmeyer.

Committee members absent: Frank Kay, Denny Ross, Suzanne Knapp

Visitors present: none

Approval of Minutes: (Meeting of May 31, 2019): 1 spelling correction made. Motion to approve the minutes of May 31, 2019 was made by Ingrid Dankmeyer and seconded by Jon Helquist. Approval was unanimous. Chair signed corrected copy of the minutes, and submitted to City for secretary (Sue Knapp) signature and posting. *[late correction: Sue Knapp noted that a quorum not present at meeting, so minutes will be reviewed again for approval at July meeting]*

Grand writing update:

Wasco County Commissioners: \$50,000 awarded

Reser Foundation: \$50,000 awarded

Rose E. Tucker Foundation: \$10,000 awarded

MURDOCK CHARITABLE TRUST: Ingrid reports that she is about to send out a Letter of Inquiry, which will indicate that the grant request of approx \$100,000 will focus specifically on civic center furnishings, landscaping, and other post-construction purchases and installations, in order to take into account the fact that any grant itself from Murdock would not be awarded until after construction is scheduled for completion, and Murdock is unlikely to be interested in awarding for debt reduction. Ingrid will consult with the Mayor about the associated projected budget same (since figures have not yet been provided after last meeting), for use in making the application itself once Murdock responds to the inquiry.

Northwest Farm Credit Services: To apply for a grant from them, we need a letter of involvement or support from a current NWFCFS customer or employee. Donna will make inquiries.

USDA: a potential grantor, but Ingrid says also very detail-oriented; difficult to meet their requirements for multiples bids, etc., so holding off on that for the moment.

Other possible small grantors: Ingrid will consult with Frank about her list of other potential small grants. Since many of the smaller foundations will only fund to or through 501(c)3 organizations, Ingrid will check with Jeff (regional librarian) about whether or not he/they might be willing to continue to be the

fiscal sponsor prior to the completion or construction and the possible establishment of a local library 501(c)3 .

City Property sale status: Log Building is actively listed, not yet sold (*update since meeting: sale pending*). No one in attendance were sure of current listing status of other two properties (city hall and library building).

Total Funding Status: Per updated pie chart provided, current funding is at 73%.

Status update on FFE Committee (Furniture, Fixtures, Equipment): no-one present was able to report on this.

Capital Campaign Committee Membership: Donna reports that she did contact Carly Johnson (librarian at the High School) and Carly said she would be glad to be appointed. Donna reported that Sue Knapp had said she has not yet contacted Carol Beatty. Donna also reported that Dennis Ross' continued participation is unlikely; will verify with Dennis.

Committee future and transition: We again discussed the current role of this committee , and the projected sunseting of it after the grand opening, meanwhile participating actively in organizing and developing (with advisory committee) the ribbon-cutting and grand opening ceremonies, and opening, and also assisting with transition from the old to new library. Including a LAC member with the SC now would help with transition.

Ribbon-cutting and Grand Opening ceremonies: we agreed that the time is now to begin planning for both. Jon will send Ingrid current timelines for construction phase completion, and Ingrid will contact Michael Wilson and Frank Kay about joining the next meeting, so as to be able to get moving on planning for both events.

Next meeting: July 24, 10:00 a.m., Canyon Wren Wellness Center

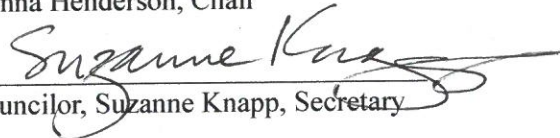
ATTESTATION

SIGNED



Donna Henderson, Chair

ATTEST:



Councilor, Suzanne Knapp, Secretary