

Minutes of the Special Meeting of the Capital Campaign Committee of the Board of Library Trustees of the Orland Park Public Library held January 20, 2020

The meeting was officially called to order by Trustee Bridget Lindbloom, Chair of the Capital Campaign at 6:32 p m.

Call To Order

Members present: Bridget Lindbloom, Chair; Christian Barcelona, Vice President; Dan McMillan, Treasurer; Nancy Healy, Trustee

Roll Call

Members absent: None

Staff present: Mary Weimar, Library Director; Mary Adamowski, Assistant Library Director; Ross Kimmey, Finance Manager; Aaron Peterson, Senior Administrative Coordinator; Sarah Kleiva, Community Engagement Manager; Jackie Boyd, Communications Manager

None

Introduction of Visitors

None

Public Comment

Fundraising Opportunities—For Discussion

New Business

Committee Chair Lindbloom began the discussion stating three responses have been received from the donor letter that was sent out mid-December, along with the Naming Rights and Gift Opportunities brochure. A fundraising meeting attended by Library Director Weimar, Assistant Director Adamowski, Communications Manager Boyd, Community Engagement Manager Kleiva and Friends of Orland Park Public Library Trustee Melissa Panio Petersen was held on January 13 to brainstorm ideas on possible donors and events to fund the Capital Campaign. She further explained approximately ten letters were sent to companies in which the library has a business connection. Joe Promotions will be issuing two separate checks, one check soon and another in the summer, Grasso Graphics has requested a bookshelf naming plaque, as well as a 4” x 8” paver. TBS (Today’s Business Solutions) has donated a \$5,000 check, which will be presented to the Library Board of Trustees’ by Lou Flavio at the January 20 regular board meeting. Lindbloom indicated the next step for the committee would be to have committee members split up the possible donor list and make follow-up phone calls to them. The next meeting is tentatively scheduled for Jan. 27, 2020. Treasurer McMillan mentioned he attended the recent swearing in ceremony of the Orland Park Chamber Members and mentioned various members and their affiliations to local businesses, which he will contact in regards to getting a donation for the library. Director Weimar stated Melissa Panio Petersen has joined the Friends of the Orland Park Library and has been helpful with suggestions for the campaign. Petersen has extensive marketing experience and will act as the Friends liaison to the Capital Campaign

Committee to assist with future fundraising events. Communications Manager Boyd has printed out more brochures to be used by the committee when speaking to prospective donors.

Recommendation to the Board of Library Trustees by the Capital Campaign Committee for a Fundraising Event to be held on April 4, 2020 using funds from the Capital Campaign Fund not to exceed \$2,500

Library Director Weimar stated this event would be an opportunity to invite everyone who has donated to the library in the past, along with any new businesses mentioned earlier. Community Engagement Manager Kleiva said the event would be kept under 100 attendees. Committee Chair Lindbloom said an Instagram post or Twitter hashtag may be helpful in promoting the event. The new Teen Loft space will be under construction at the time of the event so tours could be done to show the potential donors some work in progress, as well as the areas that have been completed during Phase 1. Musical entertainment in the lobby, such as a string quartet, would welcome the invitees as they mingle in the lobby before tours are offered. Speeches presented by Committee Chair Lindbloom, as well as Library Board of Trustees President Joanna Leafblad regarding community support and the library would potentially wrap up the evening. Director Weimar said supplies needed for the evening including the rental of café tables and music could be paid through Capital Campaign monies. The event would begin at 7:00 p.m. and run approximately two hours. Committee Chair Lindbloom would like the committee members to bring names of any other community businesses to the next meeting.

Treasurer McMillan motioned to adjourn the meeting and it was seconded by Vice President Barcelona.

Adjournment

A roll call vote as follows: Barcelona - aye; Healy – aye; Lindbloom – aye; McMillan –aye.

Motion passed. 4 ayes, 0 nays, 0 absent

The meeting was adjourned at 6:58 p.m.

Charles McShane
Secretary

Approved: _____

Date: _____

Minutes prepared by Aaron Peterson