

New Library Building Community Fundraising Committee Meeting

Monday, May 20, 2013

Cedar Springs Public Library

Minutes

Attendees

Lance Werner, Director – Kent District Library	Lexie Coxon	Tom Mabie
Bob Truesdale, Mayor – Cedar Springs	Dan Clark	Claudia Mabie
Thad Taylor, City Manager – Cedar Springs	Betty Truesdale	Carolee Cole
Vicky Babcock, Library Board Member	Nancy Noreen	
Donna Clark, Library Director	Tom Noreen	
Becky Powell, Library Board Member	Don Mabie	
Tony Owens, Library Board Secretary	Chris Mabie	
Sue Wolfe, En Gedi Board Member	Kurt Mabie	

The meeting was called to order at 6:35 p.m.

Minutes of the April 17, 2013 meeting were approved as written.

- A. Reports from meetings/activities of other boards/committees associated with building our new library
 1. Library Board – Vicky Babcock and Becky Powell reported that nothing was discussed at the last Library Board meeting that affected this committee.
 2. City Council of Cedar Springs – Mayor Truesdale and Thad Taylor reported that nothing was discussed at the last City Council meeting that affected this committee.
 3. Solon Township Council – There was no one to represent the Solon Township Council, but Vicky Babcock reported that she was unaware of any agenda items that affected this committee.
 4. En Gedi Board – Sue Wolfe reported that the En Gedi Board had voted unanimously to partner with the Library to build a building that would provide space for both the Library and En Gedi.
 5. Library/En Gedi Collaboration Committee – There was a meeting composed of members of the Library Board and En Gedi's board on May 13, 2013 in the CS Public Library. The results of this meeting were that the Library Board asked En Gedi to present their physical needs for a building to the Building Committee and then their needs would be considered in the design of the building. En Gedi is working on developing a list of their needs for this purpose.
 6. Building Design & Location Committee – This committee has not yet had their first meeting so there is nothing to report.
 7. Fundraising Steering Committee – This committee is scheduled to meet on June 4, 2013.
 8. Other – Kurt Mabie suggested that there be another committee to solicit information and work to create liaisons with other community partners in order to build this building to meet as many community needs as possible.
- B. Ongoing Committee/Project Reports
 1. Prospectus Development Committee – Donna Clark presented a synthesis of the work of this committee. See attached. Much discussion and many questions were fielded by Lance Werner.
 2. Funding source contacts – Carolee Cole stated that the beginnings of a list of possible future donors has been developed. See Attached.
 3. Additional Community Resources – Carolee Cole stated that the beginnings of a list of possible future community persons has been developed. See Attached.

- C. Lance Werner answered many questions and participated in much discussion.
 - a. Either the City or the Library Board can own the building.
 - b. The Library Board cannot delegate authority for making decisions regarding the building to any other entity. Only the Library Board can approve the plans and process for the building.
 - c. We are very, very early in the process. We are still planning to plan. It is easy to get sidetracked during this part of the process. He encouraged us to stay focused on the goal and not be sidetracked by extraneous issues.
 - d. Some concerns were expressed for costs associated with operation of the building. Lexie Coxon suggested that this is best addressed with donors and the community by establishing an endowment for operations for a few years as part of the fund-raising process.
 - e. Mr. Werner said establishing an exploratory committee to discuss the viability of the Library Board partnering with En Gedi and/or other community partners is perfectly legal and a legitimate way to go about the process of determining what needs the building will serve in the community.
 - f. Lexie Coxon agreed to write a Resolution for the purpose of establishing an exploratory committee to be presented to the Library Board for consideration at their next meeting on Tuesday, May 28, 2013. Lance Werner agreed to review it and make suggestions before it is given to the Library Board.

- D. Distribution and discussion of what we have so far for the “Overview of Accomplishments” – This document has been started. See attached.

- E. Additional Discussion Items – None

- F. Date/Location for next meeting – Decision to wait to schedule further meetings until we have enough information to develop a prospectus and can move forward with the actual work of fund raising.

- G. Adjournment: 8:25 p.m.