

Mount Vernon Library Foundation Minutes
Monday, August 6, 2012
P.O. Box 202 Mount Vernon, WA 98273
Skagit Community Foundation Offices

Attended by Marija Anderson, Peter Goldfarb, Sara Holahan, Sara Patton, Kelly Reep, Chuck Smith, Brian Soneda, Greg and Twila Tate. Guest: Dan Parkin.

I. CALL TO ORDER: Sara Holahan called the meeting to order at 5:32.

II. TREASURER'S REPORT: No Treasurer's Report was given since Pam McNaughton was unable to attend. Sara Holahan questioned if other Foundation membership checks had deposited and cleared as hers had not. Marija agreed to contact Pam regarding financial reports.

III. MINUTES: A typo and an error in Dan Parkin's name were found in the minutes. Peter made a motion to approve the minutes as corrected, and Marija seconded. The motion carried unanimously. The corrected minutes will be sent to Sara Holahan for inclusion on the Foundation webpage.

IV. OLD BUSINESS:

A. Committee Reports

1. Communication Committee: Kelly and Peter both sent thank you notes to Kristen Kelz for her helpful suggestions and for attending the last Foundation meeting. All agreed that thank notes be sent to those who assist the Foundation.

Dan Parkin presented additional examples of the logo as it would appear on letterhead stationery, business cards and book marks. Greg Tate made a motion to accept the art work for the logo and Chuck Smith seconded. The motion passed.

Dan also agreed to confirm printing costs with "Can Print and Copy" and ask if they can create sent a letterhead template that could be downloaded by Foundation members for correspondence, rather than having to order stationery. It was suggested that we start with 500 business cards, 1000 bookmarks, 500 envelopes and 100 first page sheets of stationery in addition to the stationery template. Peter offered to personally donate \$100 toward printing costs.

2. Recruiting and Board Building Committee: Sara Holahan reported that they are still gathering names for potential Foundation members. She would like to have an official recruiting letter to send once potential members are agreed on. Chuck reported that he had tried to contact Kristen Kelz for the names of service club contacts but had been unable to reach her. He also checked service club websites but many were out of date.

Peter suggested having a dessert reception as a recruiting opportunity to acquaint potential candidates who might be interested in joining the Foundation. Sara Holahan noted that the Friends of the Library have a similar event planned in the fall. It was also pointed out that there is still confusion about the role of the two groups.

3. Needs Assessment and Feasibility Study: Sara Patton reported that nothing new had been done in the way of finding funds for a feasibility study but that she and Kelly Reep will work to ascertain the deadline for grant proposals from the Allen Foundation. She noted that even if we were able to get a grant, it would not be available until 2013.

B. Webpage: Sara Holahan reported progress in developing a Foundation Website. She was able to get the domain name of mvlibraryfoundation.org. She wanted to add our mission statement, tag line, vision statement, list of members, Board meeting minutes, etc. Greg Tate noted there were templates for web pages and offered to help build it. Sara reported that the Oregon Library website was a good example of possibilities of public involvement, and

suggested having people send in photos of themselves along with statements of “what the library means to them” to be posted on the page. Brian reported that the Mayor liked the idea of a Foundation webpage that could be linked to the City and Library webpages.

V. NEW BUSINESS:

A. Library Director's Report: Brian reported that he met twice with the Mayor to discuss the progress and direction of the Foundation and that she wanted to meet again with Harold and Brian concerning the Foundation's role and activities. The Mayor is supportive of the Foundation and a new library for Mount Vernon is very much a part of her vision for the City. She felt that the role of the Foundation at this point should be to focus on building an influential and supportive Foundation board, advocate for a new library, and let the public know what we are doing, rather than fundraising. Chuck re-emphasized that the purpose in contacting service clubs was to get suggestions for board members, not ask for money at this point. Brian also suggested that we postpone our efforts to find grant money to do a needs assessment and feasibility study. When the time comes to do such a study, the City needs to be involved. Brian planned to contact Harold to set up a meeting with the Mayor. All agreed that the Mayor's enthusiasm and leadership for a new library were fundamental to the success of building a new library.

B. Farmer's Market: Chuck Smith reported that when he volunteered at the Library Booth at the recent Farmer's Market, he did a straw poll of visitors to the booth. The leading responses to his question, “If we could build a new library, what would be the most important additions?” were public meeting rooms and small, quiet, study spaces.

C. All Staff Day: Wed., Oct. 17: Sara Holahan announced that on Oct. 17th, from 9-10 a.m., the Library was having an all staff meeting to discuss the future of the Library, what is happening with the Foundation at that point, and so on. She asked if any Foundation members would be interested in attending. Chuck Smith, Sara Patton, and Harold Page have all volunteered to date.

D. Next Meeting: Marija Anderson announced she would not be able to attend the September meeting and Twila Tate said she may be able to be more involved starting in the fall. The next Library Foundation meeting will be held on Monday, September 10 at 5:30 p.m. at the **Skagit Community Foundation offices**.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,
Sara Patton, Secretary