

Delta County Public Library District
Trust and Endowment
Thursday, September 20, 2018
Hotchkiss Library

Meeting Minutes

1. **Call to order at 1pm.** Whittlesey called the meeting to order at 1:03pm.
2. **Agenda Changes.** Under New Business add: a. T-shirt Fundraiser, b. Schwan's Fundraiser, and c. Bank Partnership for Love your Libraries 2019. Under "Accept Financial Reports" add "Accept June 14, 2018 Meeting Minutes.
3. **Accept Financial Reports.** Foundation Board Members reviewed the financial reports and made a motion to accept. M. Earley. Reed M.P.
 - a. Accept June 14, 2018 Meeting Minutes. M. Earley. Hart 2nd. M.P.
4. **Old Business**
 - a. Update City Market and Amazon Smile contributions and number of participants. Innot reported on Amazon Smile contributions received as of 9/20/2018 (over \$400). Delta County Libraries has 121 households in the City Market Rewards program as of April 2018.
 - b. **Discuss Board Appointee Applications and vote.** Diane Almy submitted an application for the Foundation Board. Almy was referred by Reed. A motion was made to accept Amly's application for the Foundation Board. M. Earley. Reed 2nd. M.P.
 - c. **Tuition Assistance Program for Staff Proposed Draft.** Foundation Board Members reviewed the proposed Educational Assistance Program Policy and corresponding employee agreement. Minor adjustments need to be made before a final draft can be accepted. Foundation Board Members will review and vote on the policy via email when a final draft is ready.
 - d. **Alpine Bank Grants.** Innot reported that a grant application for matching funds for KVNF underwriting has been submitted. There should be a decision in early October.
 - e. **Mill Levy.** Foundation Board Members briefly discussed upcoming meetings and deadlines related to a possible mill levy campaign for the library district.

5. **New Business**

- a. **T-Shirt Fundraiser.** The Foundation will use the leftover summer reading program t-shirts to raise funds for the Foundation by asking for a \$10 suggested donation per shirt. A small display of t-shirts will rotate through the libraries in alphabetical order starting in Cedaredge. The display will feature both t-shirt styles in various sizes. The Foundation Board will handle inventory and moving the display around the county. Library staff will collect checks and cash donations in a separate envelope kept in a secure place. Innot will create flyers and handouts. The display will be up for one week in each library. CE October 9-13, CR October 17-20, DE October 22-27, HO October 29-November 1 and PA November 6-10.
 - i. Addendum to the minutes as of 10/11/2018. The managers for the library met after our last meeting and they did not think our idea of rotating the shirts would work. So the T-shirts will not be rotated between libraries. Now the plan is they will be on sale the entire month of November. Each library will get a selection. They will each have an inventory list that shows both what they have on hand and what the other branches have. If a patron wants a size that is available at another branch, staff will instruct them to go to that branch. Sue will keep in touch with the managers of the libraries to find out if money needs to be collected or t-shirts need to be redistributed.
- b. **Schwan's Fundraiser.** Innot gave an overview of the opportunity to fundraise through Schwan's Cares. The Foundation Board will consider a campaign in the fall of 2019.
- c. **Bank Partner for Love Your Libraries.** The Foundation Board discussed options for partnering with a bank or other organization for matching funds. Earley and Whittlesey will schedule a meeting with someone from Bank of Colorado.

6. **Board Comments.** Reed commented on a full-page ad in the DCI listing HopeWest donors as a good reference for the Foundation.

7. **Set date for next meeting.** Tentative date and location set for Thursday, December 13 at 1pm at Cedaredge Library.

- a. Addendum to minutes as of 10/11/2018. The next meeting of the Foundation Board will be on Thursday, December 13 at 10am on Hotchkiss.

8. **Adjourn.** Motion to adjourn. M. Reed. Earley 2nd. M.P. Whittlesey adjourned the meeting of the Foundation Board at 2:25