

## PRPL BOARD COMMITTEE MEETING MINUTES

Development Committee

Date Held: Wednesday March 16, 2022 at 10:00 AM

**Attendees:** Frances Hylton, Peggy Whitaker, Sue Drauschak, Dennis Arms (via phone), Mindy Lipsky

### Opening Business

- Introductions
- Approval of minutes – No previous minutes, Minutes will be submit moving forward

### Reports

- Committee Chairperson Report: Peggy Whitaker began showing items she brought for donation toward raffle baskets.
- Library Director Report: Did not get to. This committee is new to the agenda format.
- Fundraising Report: none

### Items for Discussion

- Annual Theme Surrounding Development: committee did not like the “Without Us” theme proposed. The staff has changed it to “Rediscover Us” & “Welcome In!”
- Committee Actions: main focus will be the 100<sup>th</sup> anniversary celebration on May 12<sup>th</sup>. This was the majority of the meeting
- Other: None

### Review of Events/Fundraising Held Since Last Meeting

- Event #1 - None
- Event #2 - None

### Overview of Upcoming Events

- Anniversary Event, May 12, 7-9
  - Flyer, tickets: What information should be included? Colors? Sponsors? = PRPL Staff is working on Ticket and Flyer and will present at the Board meeting on March 24<sup>th</sup>.
  - Silent Auction: Who should collect items? Make bidding sheets? Announce auction winners? – No decision was made
  - Basket Raffle: Sue Dolan will collect items and put together baskets. Sell tickets at event with help from at least 2 of us. Announce winners. Friends will provide two baskets. Sue Draschak will provide a Dog themed basket and a Garden themed basket.
  - Wine: Could each board member donate a bottle of wine for the baskets?
  - Brass Plaques: Honor people with Brass Plaques (3 so far) Who? Clay Ryce may do this since two of the plaques honor Friends. When? Need a timeline for evening – The 3 honored will be Clara Hoss, Bob and Sherry, and Linda R.
  - Dave Kerns: Show and Tell short history of library. When? – Max 15 minutes.
  - Music: Who will contact? When should they perform? – Did not

decide

- Food and drink: Who will be responsible? What should be served?  
– Mindy has contacted a number of local wine distributors. We also had a quote from Grumpy's for charcuterie boards.
- How to set up room? Decorations? – The staff will man stations highlighting Library services. Mindy will get a number of stations ASAP. All staff will be asked to be in attendance and paid for their time.
- Do we want to send out invitations? Plaque recipients should be free. We want Flyers, Social Media, Invitations, Tickets. Limit the amount of Free Tickets as this is a fund raiser.
- Planning for next 6 months: Focus was on the May 12<sup>th</sup> event

### **Public Comment**

- **none**

### **Other Business**

- Next Development Committee meeting: April 20<sup>th</sup> at 10 AM in the Mezzanine

### **Action Items/Next Steps**

- Board was sked to gather items for basket raffle and silent auction