

PRPL BOARD COMMITTEE MEETING AGENDA

Development Committee

Date: Wednesday, March 16, 2022

Attendees: (list names)

Opening Business

- Introductions
- Approval of minutes

Reports

- Committee Chairperson Report:
- Library Director Report:
- Fundraising Report:

Items for Discussion

- Annual Theme Surrounding Development
- Committee Actions
- Other

Review of Events/Fundraising Held Since Last Meeting

- Event #1
- Event #2

Overview of Upcoming Events

- Anniversary Event, May 12, 7-9
 - Flyer, tickets : What information should be included? Colors? Sponsors?
 - Silent Auction: Who should collect items? Make bidding sheets? Announce auction winners?
 - 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.
 - Could each board member donate a bottle of wine for the baskets?
 - Honor people with Brass Plaques (3 so far) Who? C. Ryce may do this since two of the plaques honor Friends. When? Need a timeline for evening.
 - D. Kerns: Show and Tell short history of library. When?
 - Music: Who will contact? When should they perform?
 - Food and drink: Who will be responsible? What should be served?
 - How to set up room? Decorations?
 - Do we want to send out invitations? Plaque recipients should be free.
- Planning for next 6 months

Public Comment

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Other Business

- Upcoming Board Meetings – dates, time, location

Action Items/Next Steps

- List items to be completed or in progress by next meeting, list owner