

**SPOONER MEMORIAL LIBRARY**  
Board of Trustees Meeting  
421 High Street, Spooner, WI  
April 1, 2024 at 10:30 AM  
CAPITAL CAMPAIGN COMMITTEE MINUTES

**A. CALL TO ORDER** – Meeting called to order by Audrey Kevan at 10:30 a.m.

**B. ROLL CALL** – Present: Kelly Schmidt, Audrey Kevan, Beverly Stencel, Chris Bruce, Angie Bodzislav

**C. APPROVAL OF PREVIOUS MINUTES** – There were none since this was the 1<sup>st</sup> meeting of the committee.

**D. PUBLIC COMMENT** – None

**E. OLD BUSINESS** – None

**F. NEW BUSINESS** –

1. Introduction of Members – Members introduced themselves and their affiliation with the library and roles in the community.
2. Select Note Taker – Bodzislav was designated as the note taker.
3. Building Project Background and Overview – Bodzislav referred to the building project website page, [www.spoonerlibrary.org/expansion](http://www.spoonerlibrary.org/expansion), and read from the “History of the Project” section. The oldest part of the library was built in 1962, the newest section in 1997. The library has been around since 1915. In May of 2021 the library received a donation of \$50,000 which sparked a feasibility study, leading the library board into seeking a schematic design and now a capital campaign.
4. Capital Campaign Committee
  - a. Discuss Purpose and Expectations of Capital Campaign Committee
    - i. Committee will act as advisors to the board on capital campaign matters.
  - b. Set Goals for Committee
    - i. Create case for campaign, focus on wording
    - ii. Recruit 1-2 more members on the committee, diversifying the committee
    - iii. Build and expand community relationships
    - iv. Review grants and seek out letters of support
    - v. Seek mega donor funds, in excess of \$1,000,000
5. Campaign Case
  - a. Review Case Goals
    - i. Expand access, providing opportunities for community connection, making the library a more welcoming and accessible place for all ages, needs, and abilities
    - ii. Enhance services, continually evolving and adapting to the needs and desires of the community, ensuring a flexible, adaptable, and changeable building for the future
    - iii. Support the library team by providing more operable work spaces, increasing productivity and enhancing library services
    - iv. Foster innovation, allowing space to explore new approaches and emerging technologies to spark creativity and lifelong learning
    - v. Promote partnerships, bridging the gap between community services and community needs
    - vi. Create a variety of designated spaces to improve, support, and expand program offerings
  - b. Next Steps
    - i. Rework: Reimagine the library, bringing the community together by shifting the library from a collection to be browsed to a community center to meet, lounge, recreate, and learn in
    - ii. Rework: Consider environmental and financial sustainability
6. Fundraising

- a. Set Fundraising Goal – Not discussed. Will be discussed at regular board meeting.
- b. Next Steps – Wait to hear back from the Board.

7. Timeline

- a. Discuss Campaign Timeline
  - i. Before next meeting all members will seek out at 1 potential new committee member.
  - ii. Before next meeting all members will review case goals that are highlighted in red.
  - iii. Bodzislaw will monitor grant opportunities.
  - iv. Bodzislaw and Kevan will attend USDA meeting once date is set.

8. Set Future Meeting Dates – The committee will meet on the 1<sup>st</sup> Monday of every month at 10:30 a.m. in the library for the time being.

9. Discuss Future Meeting Agenda Items

- a. Discuss the campaign timeline more thoroughly.
- b. Discuss potential sub-committees.

**G. SUB-COMMITTEE REPORTS –**

- 1. Discuss Structure of Committee – Kevan will lead the meetings. Bodzislaw will take notes.
- 2. Discuss Possible Sub-Committees – Will discuss at future meeting.

**H. NEXT MEETING –** May 6, 2024 at 10:30 a.m. at the library.

**I. ADJOURN –** Motion made by Bodzislaw and 2<sup>nd</sup> by Kevan to adjourn. Meeting adjourned at 11:37 a.m.