

Library Trustees Fundraising Meeting

April 11, 2016



Present: Kristian Connolly, Sarah Despina Alissa Smith, Erik Volk, Susan Gordon, Martha Montague, Judy Chandler, Harry Chandler, Kirsten Murch

- Meeting was called to order at approximately 7:05 PM
- **Truck At Upper Valley Grill/Accepting Donations**
 - Kristian reported that Bill at Upper Valley Grille has confirmed that we can keep truck there to accept yard sale items
 - Sarah requested that we clarify when/where the truck will be moved as Doug Murray (the truck owner) may not be available to move it multiple times
 - Martha requested that we let Bill know the dates that the truck will be at the store
 - Drop off times will be Friday 4-6 and Saturday 9-12. This will occur for four weekends starting April 29. In our communications, we will stipulate no couches, no mattresses, no large appliances, no junk, workable items only
 - If individuals will not be able to drop off on the weekend, we will have them contact the Library by phone or email to make alternate arrangements
- **Raffle Idea**
 - The idea of having a month long raffle was discussed which would kick off a the Yard Sale event and would culminate at some time in the future, perhaps at Fall Foliage Days
 - Kristian reported that South Ryegate has had a successful raffle in support of youth baseball. The tickets are \$125/ticket and they only sell 120 tickets. Guaranteed cash prizes are awarded of varying amounts up to several thousand dollars. The event has been very successful through the years and they have no problems selling them all
 - Some concerns were voiced about the price of the tickets and whether or not we would be able to sell tickets at such a high price. A lower price could also be set. There were also concerns that we would be liable for the prize money if we did not sell enough tickets
- **Book Sale**
 - Question was raised as to whether we would have the Book Sale open at the Library that day. The Library will actually be open that day and therefore so will the book sale
- **Face Painting**
 - Alissa mentioned again that she thought face painting would be a good idea. Alissa will check with Renee to see if she would be willing to organize this
- **Bounce House**
 - Kristian reported that Anne had confirmed that the Bounce House would be available to us free of charge. The question of how much we would charge was brought up. The relevant committee will handle this.
 - The question of where the Bounce House should be situated would also discussed (i.e. either by the road or down in the lower playground area.) It was decided that the lower playground area would be best both to make the main focus the yard sale given the limited space and also for the safety of the children
 - The question of power was brought up. There is power to the gazebo and it is believed that there is also power in the lower area of the park. If not, a generator could be used

- **Crafts**
 - Martha brought up the possibility of selling crafts at the event. It was decided this would be more appropriate for a future event
- **Trees**
 - Judy brought up the idea that Kristian had discussed with Harry about selling trees. Harry brought some samples of pine and balsam seedlings/small trees that could be sold. He said a couple of dollars would be good but whatever price we set would be fine (or it could be by donation as will the rest of the items)
- **Advertising Updates**
 - Erik has been sending out messages on Listservs and will continue to do so
 - Erik suggested we send out a big press release surge to area media as the event grows closer
 - Anne has included information in her Library email to patrons
 - Janet has created flyers which are being distributed
 - Anne will manage advertising activities
 - The possibility of Renee making signs in the kid's art group was proposed by Sarah. Respective committee will reach out to her.
- **Subcommittees**
 - The following subcommittees were created. Committee heads will report back with an update on April 25
 - **Collections/Donations Subcommittee** – Headed by Sarah Despins. Erik & Susan will assist
 - **Staffing** – Headed by Kristian. Alissa will assist
 - **Raffle** – Headed by Erik. Kirsten will assist
 - **Advertising** – Headed by Anne. Erik will assist (and probably Janet as well)
 - **Food Committee** – Headed by Deborah Connolly. Martha and Alissa to assist.
 - **Clean Up Committee** – Headed by Kristian. Martha & Kirsten will assist
 - **Set Up Committee** – Headed by Kristian. Judy and Harry will assist.
- **Gift Baskets**
 - Judy brought up the idea of themed gift baskets which could be sold at the event. The idea will be considered and could perhaps be done in conjunction with the event, with a future event or as part of the raffle
- **Event Hours**
 - Event will run from 8-2 on Saturday, May 28, 2016
- **Friends Update**
 - Judy gave a brief report indicating that the Friends bank account usually runs about several thousand dollars and we may be able to use some of those funds to assist with advertising, if needed
- **Rare Books**
 - Kirsten reported she found a rare book that could be worth about \$40. Erik will assist with selling this book online
- **Action Items Follow Up**
 - **Modern Woodsmen Matching Grant** – Erik reported in Anne's absence that Modern Woodsmen has indicated that if we do not raise enough money for the requested grant amount, they will match what we have earned. Anne is still waiting to hear back regarding if raffle proceeds can be included
 - **Listserv Messages** – Erik has been issuing Listserv messages and will continue to do so
 - **Wells River Savings Bank** – Erik has not requested money from Wells River Savings Bank yet. Will create a letter to send out to a variety of larger businesses in the area requesting funds. Will need to assure we are not conflicting with Annual Appeal donations.
 - **Yard Sale Storage At The Community Center** – Janet was absent so not sure if she has checked yet

- **Community Club Tables** – Janet was absent so not sure if she has checked yet
- **Truck Use** – Sarah confirmed that Doug Murray will let us borrow the truck for the month
- **Upper Valley Grille** – Martha did confirm that Bill is willing to host the truck
- **Next meeting**
 - Group will meet once more before event as a whole but continue to report and communicate via email.
Date to be determined
- Meeting was adjourned at approximately 8:15. Alissa made the motion and Erik seconded.