



BOARD OF TRUSTEES SPECIAL MEETING AGENDA  
DECEMBER 5, 2012 3:30 P.M.

CALL TO ORDER AT 3:30 P.M.

APPROVAL OF AGENDA

INTRODUCTION OF GUESTS

OLD BUSINESS

1. KRIS KOMAR PROPOSAL

**NEXT BOARD MEETING: DECEMBER 19, 2012 3:30 P.M.**

North Valley Public Library  
Board of Trustees  
Special Meeting Minutes  
December 5, 2012

Members Present:

John Conlan, Chair  
Desiree Dramstad, Library Director  
David Anderson, Trustee  
Joanne Charbonneau, Trustee  
Ed Harrison, Trustee  
Gayle Tom, Trustee

Guest:

Caitlin Kempainen, Fundraising Committee Member (FC)  
Kris Komar, arrived at 4:45  
Mark Raskin, FC, excused at 5:40  
Nicole Raskin for a portion of the meeting  
Leon Theroux, FC  
Lu Terry, FC

CALL TO ORDER

John Conlan called the meeting to order at 3:30 pm

Introduction of Guests

Approval of Agenda: The purpose of the meeting was to discuss Kris Komar's fundraising proposal. Kris Komar will come roughly at 4:30 allowing this group to discuss questions/concerns of her proposal. Joanne Charbonneau sent a proposal for the mechanics of the meeting to each board member prior to the meeting. With everyone's approval, John proceeded per her suggestion.

After a few brief comments by John, discussion began.

Answering the question, do we need to hire a professional fundraiser accepting either the proposal in full or part:

Desiree Dramstad: Yes.  
Joanne Charbonneau: Yes.  
Lu Terry: Yes.  
Ed Harrison: Yes.  
Gayle Tom: Yes.  
David Anderson: Yes.  
John Conlan: Yes.  
Mark Raskin: No.  
Caitlin Kempainen: Yes.  
Leon Theroux: Yes.

Items discussed: partnering with others, if so, with whom, the cost vs deliverables, community desire in location, identifying location/plan, identifying foundations/donors, training to address foundations/donors, the motion of 2008 to proceed with the building renovation: to keep or rescind, identifying major donors, monies already spent for architect, feasibility study, wording concerns in the proposal.

John asked the board to individually commit to staying in current location or considering a different location:

John: Staying

Joanne: Ambivalent

Ed: Can stay, but if can get another building cheap, we need to change.

Gayle: Don't know.

David: Would rather be here, but not opposed to off-side.

4:45 Kris Komar came in. John called a 5 minute recess.

4:49 Reconvened.

Question/Answer for Kris:

- Community/opinion leaders chosen: wide and diverse conversation needed in order to identify the network within community, and begin talking confidentially with identified people. At the end of the conversation, ask who they see as ones to talk with as well. The goal is to discovering how the community works informally and identify the people that will keep the discussion of building on-going in the community.
- The list would begin with the board and continue talk with people with informal conversations.
- How would you communicate with architect: informally explore/gather information and potentially of what might happen in the future i.e. looping back, plans might change.

Continued discussion included topics as follows:

- community support
- how monies are raised
- need half of the 2.4 million before starting capital fundraising without wearing out community
- board level participation
- how partnerships get built
- opportunities to partner with other groups
- trending of library funding by foundations and donors
- informal conversations give opportunity to refocus/clarify goals with community
- wording of proposal
- 'desk' research
- case statement applications and how to use
- project team in relation to communication between committees, Board, Foundation, etc.
- talking points

After discussing the above topics to quite an extent, the meeting was brought to a close.

For the December 19 meeting, the board is come prepared to discuss the following:

- Ed had question on the wording presented in the proposal under 'Initial Major Funder Research' and the 'Deliverable' thereof. He will bring his wording suggestion to consider.
- Information presented tonight job description/salary limits for employees, stipends, etc.
- Library director evaluation, if there will be an addendum added.

Last month Ed brought up the need for insulation upstairs. John contacted Northwestern Energy and found the last energy audit conducted at the library was in 2002. On their website, they list 3 approved contractors. John asked and received permission to contact these contractors to receive bids on the cost to insulate. John will let us know his findings at the next board meeting.

John entertained a motion to dismiss. Agreed and adjourn at 5:55 pm.

The next NVPL Board of Trustees meeting will be **Wednesday, December 19, 2012 at 3:30 pm** in the Community Room.

Respectfully submitted,

Gayle Tom  
Secretary