



City of Beaver Dam, Wisconsin
Library Board of Trustees Meeting Minutes
311 N Spring Street: Conference Room
Tuesday, August 27, 2024
5:00 PM

1) Call to Order – Roll Call

Meeting called to order by Fundraising Chair Kevin Luebke at 5pm.

Present: Kevin Luebke, Liberty Bell, Mike Devitt, Frank Ferree

Also Present: Sarah Cournoyer, Library Administrator

Excused: Rob Meyer, Eric Schumacher-Rasmussen

2) Approval of Minutes

On motion by Ferree, seconded by Devitt, the minutes from the following meetings were approved: July 3, July 16, July 31, and August 13, 2024.

a) July 3, 2024 Meeting Minutes

b) July 16, 2024 Meeting Minutes

c) July 31, 2024 Meeting Minutes

d) August 13, 2024 Meeting Minutes

3) Fundraising Campaign

a) Events: Review and Planning

\$40 for 40 Years Social Media Day of Giving Campaign

Luebke and Ferree have a meeting scheduled with Jeff Davidson of Inter-Quest regarding a match to funds raised that day. A splash screen ad from Good Karma to promote the event was approved at the August 13, 2024, meeting. Proposed date is Thursday, Sept. 19 and the alternate date proposed is Thursday, Sept. 26. Cournoyer will confirm time frame of splash screen ad.

Back to the Future Costume Fundraiser

Committee members reviewed the flyer and provided input. The event will be held at Ooga Brewery on Saturday, October 19 from 5-8pm. Luebke will coordinate. Bell will confirm receipt of raffle license and forward to Cournoyer. Audience is adults. Registration will be \$5 per person or \$20 per team/group up to five people. Prizes will be awarded to Best Individual and Best Team/Group Costume. Luebke, Ferree, and Devitt will contact three

potential judges. Devitt will obtain a quote for medals or trophies for the winners. The event will be promoted through all channels, including print, media, and online.

b) Marketing Strategies and Materials

See event discussion above. No additional materials identified at this time.

4) Discussion & Possible Action

a) CLOSED SESSION, if necessary, motion to adjourn to closed session pursuant to Wisconsin Statute 19.85(1)(f), considering financial data or personal histories of specific persons. Specifically to discuss data regarding library donors and/or potential donors.

Not applicable at this time.

b) Reconvene in open session to take action on library donors.

Not applicable at this time.

c) Fundraising Policy Review

Postponed due to time constraints.

5) Any Other Business

a) Items for future agendas

Fundraising Policy Review.

b) Announcements

None.

c) Review Meeting Action Items

As assigned.

6) Next Meeting Dates

a) Next Committee Meeting Date

Tuesday, Sept. 10 at 4pm.

b) Next Regular Library Board Meeting on Friday, September 13, 2024 at 7:45am.

7) Adjourn

On motion by Devitt, seconded by Ferree, the meeting was adjourned at 6:12pm.