

**Gloucester Lyceum and Sawyer Free Library
Fundraising Committee
Thursday April 4, 2018 at 8:30am-9:30am
Location Byers Davison Room
2 Dale Avenue, Gloucester, MA 01930**

Attendance: Fran Aliberte, Anne-Marie Anderson, Joe Grella, Paul McGeary (via Skype), Simon Paddock (Chair), Joan Pohas, and Library Director Deborah Kelsey

Not Present: Christine Armstrong

1. Call to order, welcome and introductions. This meeting is being recorded.
 - a. Fran moved to approve Paul to vote remotely. Joan seconded and the motion was approved.
2. Approval of minutes from February 14 and February 27, 2019. Tabled for the next meeting.
3. Review proposal from Library Strategies Group
 - a. Merge Fundraising & Building Committees: The group discussed the make-up of the committees and SFL's needs. There was consensus that it makes sense to merge and to do so after the Annual Meeting in May.
 - i. They discussed the role of the Corporate Communications Committee in reviewing fundraising outreach materials and making sure they have a Gloucester feel.
 - ii. Fran moved to merge the Fundraising and Building Committees following the Annual Meeting on May 20, 2019. Joan seconded and the motion was approved via roll call.
 - b. Forming the Foundation
 - i. We need to file the papers ASAP to have the Foundation in place when needed.
 - ii. The Foundation Board: Joe suggests a temporary change to the bylaws enabling him to serve as Treasurer for both the SFL Board and the Foundation Board until a Treasurer is found.
 1. Simon asked for a motion to recommend to the full SFL Board to amend the Foundation bylaws to allow the SFL Treasurer to serve temporarily as Treasurer to the Foundation. Anne-Marie made the motion; Fran seconded and the motion was approved unanimously via roll call.
 2. We need bios for Foundation Board members to be submitted with the application. Anne-Marie will collect those.
 3. Officers (place holders):

- a. President: Paul McGeary
- b. Treasurer: Joe Grella
- c. Secretary: Joan Pohas
- d. Director: Meredith Fine

4. Plan Small House Meetings

- a. Logistics: Casual and comfortable. The host will invite the guests they feel will be receptive (the Committee can offer suggestions). Committee will provide refreshments.
- b. Scheduling: Fran and Rebecca Aliberte will likely host the first gathering; Simon will coordinate with Rebecca.
 - i. The group brainstormed names of other possible hosts and of people to invite.
- c. Agenda/script: Do not say “not asking for money” but do say we want ideas. Someone will need to provide a brief update (5 minutes) on the building plan and library programs, but this should be more of a “talk with” than a “talk to”. The end result is to engage ambassadors for the library.

5. Set schedule for future meetings. After some discussion they decided on the last Wednesday of the month at 8:30AM.

6. 9:30 Adjourn. There being no further business the meeting was adjourned.

7. Next meeting: Wednesday, April 24, 2019 at 8:30AM

Respectfully submitted, Tracy Bowen

Motions Summary

Fran moved to approve Paul to vote remotely for today’s meeting. Joan seconded and the motion was approved.

Fran moved to merge the Fundraising and Building Committees following the Annual Meeting on May 20, 2019. Joan seconded and the motion was approved via roll call.

Anne-Marie made a motion to recommend to the full SFL Board to amend the Foundation bylaws to allow the SFL Treasurer to serve temporarily as Treasurer to the Foundation. made the motion; Fran seconded and the motion was approved unanimously via roll call

Actions Summary

Anne-Marie will collect bios for Foundation Board members to be submitted with the application. These are: President: Paul McGeary, Treasurer: Joe Grella, Secretary: Joan Pohas, and Director: Meredith Fine