

**Lower Level Renovation Joint Fundraising Meeting
Library Trustees, Lower Level Renovation Committee, and Friends of the BFL
In the Welch Meeting Room, the Baker Free Library
October 14th, 2015
APPROVED**

Present: Tom Ives (Trustee, LLRC), Gary Nylén (Heritage Commission, LLRC), Dave Withers (Trustee, LLRC), Rita Morrison (President Friends of the BFL), Christine Carey (Trustee, Friend of the BFL, LLRC), Eric Anderson (Foundation, LLRC), Lori Fisher (Library Director), Ann Hoey (Trustee), Colleen Haggerty (Foundation, LLRC), Mark Leven (Foundation, LLRC), Nora Tellifson (LLRC)

Meeting called to order: 7:12 pm by Mark Leven.

Review of Minutes: The minutes from the September 30th, 2015 LLRJF were reviewed. Eric Anderson moved to accept them, Rita Morrison seconded, and the minutes were approved.

Foundation Board Report: Mark reports having made the \$200,000 mark in donations and pledges. There were no real changes since the last meeting.

New Business: There is no new business.

PR Sub-committee Report:

a) Bow Times ad - Eric and Lori report that the full page ad has come out in the October Bow Times, and that we have changed the fundraising thermometer that will be displayed in the next Bow Times edition to reflect the increased donations.

b) Bow Times insert - Lori reported that the Insert should come out in December. We are awaiting more information from the Bow Times regarding how we need to format the document so we can redesign it appropriately, using the donor tree pamphlet and the mailers. We need to submit it by Thanksgiving. Lori and Chris will be doing the redesign with the PR committee.

c) Interviews for the Bow Times- We were not able to get an interview in the October edition, but Nora has completed her interview with the Russos that will go in the November edition and Sue Hatem will work on one for December.

Events Sub-committee Report:

Ann, Rita, and Colleen report that there have been 20 confirmed wreaths to date, and they are shooting for 40 by the time of the event. There will be 2 wreath making events here at the library. They are hoping that everyone on the lower level can sell 4 tickets each. The tickets are numbered because we cannot exceed 75 people for the event per the fire marshal. Advertising has gone to the Concord Monitor and various other local sources and organizations. Mark and Rita will be the bartenders, and Rita confirmed that the girl scouts will be offering babysitting for the evening. A police officer has

volunteered her time for the event as well. We are purchasing the wine from the NH liquor store. The wreaths must be here by Nov. 3rd, hung on display, and bidding on the wreaths starts the 4th. We have 2 door prizes. Betsy is doing the catering, including both hot and cold appetizers. Eric will take the pictures. The tickets are available for sale at the library. There will also be a jazz ensemble.

Tom Ives said we will we have to have permanent parking signs in place, though we can have tempory signs for the event as the permanent ones cannot be done that fast.

Lori said the selectmen and department heads are aware of the event. We will also inform the abutters of the library property in case they would like to buy tickets.

Public Comment: There was no public comment.

Meeting adjourned: at 7:40 pm.

The next meeting will be held **Wednesday, 7:00 pm, November 4th, 2015** in the Welch Meeting Room of the library.

Respectfully submitted,
Christine Carey