

Glen Ellyn Library Foundation Board Meeting Agenda
May 22, 2024 at 9:30 am
Glen Ellyn Public Library 3rd Floor Board Room
Join Via Zoom: (TBD)

- I. Call to Order and Roll Call
- II. Approval of March 6, 2024 Board Meeting Minutes
- III. Board President Report (Gina)
 - A. Thanks to Board for a productive strategic session
 - a. Key accomplishments
 - New mission statement and goals (to be finalized) aligned to library strategic plan
 - Financial / Fundraising strategy and 5-year endowment goal
 - New marketing committee established
 - b. Strategic plan report in progress
 - B. Thanks for committee nominees
 - a. Investment committee: Molly McGinnis
 - b. Marketing committee: Molly Mattaliano, Didi Foth, Molly McGinnis
 - C. World On the Move Donor Appreciation Event partnership with Friends status
 - D. Bank account authorizations status
- IV. Treasurer Report (Merril)
 - A. Approval of Jan 10th board meeting financial reports (deferred due to Merrill absence)
 - B. Review/approval of March 6th board meeting financial reports
 - C. GELF 2023 Financial and Allocation Reports, filings with the Illinois Charity Bureau and IRS
 - D. Finance Committee Update (Merrill, Keith, Jim)
 - a. Molly McGinnis added as committee member.
 - b. Investment Portfolio changes
 - E. Financial Review Committee (Kelley)
 - a. Report and approve findings
- V. Library Director's Report (Dawn Absent – Gina will provide update)
 - A. Strategic planning session thank you
 - B. Construction Update
 - a. Makerspace soft opening targeted for July. Two part-time staff hired.
 - b. High School room finished
 - c. New service desk design working well
 - C. Summer Reading update
 - D. 2024 priorities: (1) Cafe Signage purchase and installation at \$40,000 (2) multi-language Welcome sign in the entry way for \$20,000.
- VI. (10:30) Friends/Foundation World On the Move Donor Appreciation Event Update
 - A. Katie Sherer will provide an overview of the Friends org and present event plan: format, logistics, budget, key dates, roles, etc.
- VII. Development Director Report (Carrie)
 - A. PR/Marketing: Website Project, Fall Library Guide, Glen Ellyn Newcomers, Brochure Status
 - B. Upcoming Foundation Events: June 6th Chamber Event, June 10th Ice Cream Social and July 26th World on the Move Friends Event
 - C. Donor Relations: E-Newsletter message to new donors status, top donor report, corporate and family foundations, adding 990 to GuideStar and Charity Navigator for transparency and increased visibility
- VIII. New Business
 - A. Committee nominees vote

- a. Vote on marketing and investment committee nominees
- B. Marketing committee brochure development plan (for June 6 event)
- C. World On the Move Logistics
 - b. Decision on invitation list factors (by donation \$, other donors, prospects?)
 - c. Foundation invitation tasks, ownership, key due dates
- D. Strategic Plan
 - a. Gain general consensus on Foundation mission statement and objectives based on roundtable input
 - b. Next steps

IX. Miscellaneous Announcements

X. Adjournment