

MINUTES
RIVER FALLS LIBRARY FOUNDATION
WEDNESDAY, *October 30, 2024*

Call to order: President Montgomery called the meeting to order at 7:00pm

In Attendance: Misselt, Montgomery, Ostness, Jacobson, Nelson, Jacobs, Trautmiller

Visitors: Rebecca Ferguson, Mike Metro, Jean Ritzinger, Tiffany Alexander, Lorraine Davis, Linda Vivoda-Sadèe, Jackie Hughes

Approval of Minutes: *Motion made by Jacobson to approve the September 25, 2024 meeting minutes. Second by Ostness. Motion passed.*

Treasurer Report: Presented by Treasurer Nelson. The Commercial Crimes Insurance Policy through Auto Owners has been paid. Steve Leitch will attend a Foundation Board meeting early 2025 at our request. The final payment to Baker Street Consulting for the Feasibility Study has been paid. The donation to Jump Start to Literacy was returned to the Foundation. An outstanding item from 2016 is being addressed with the IRS. Nelson started drafting a financial policy and should be ready to share in the next Board meeting.

Director's Report: Presented by Misselt. The following items were presented and discussed:

- Jim Baker from Baker Street Consulting gave a presentation and held a question/answer session regarding the possibility of continuing with the Capital Campaign.
- Misselt made a presentation in support of continuing with the Capital Campaign. She also answered questions regarding potential ongoing issues for both the Library and the Foundation in the continuing with the Capital Campaign. Since the construction has not been bid out yet, the original cost estimate provided by BTR does not account for overages. Additionally, the original estimate from BTR did not include youth services décor, art installations, telehealth, or landscaping. Therefore, a capital campaign is imperative. *Motion made by Jacobson to proceed with the Capital Campaign proposal. Second by Ostness. Motion passed.*
- Misselt presented the Board with details about how the 2024 donations from the Foundation have been spent so far. A full financial report to be provided next month. The library will request financial support in the amount of \$25,000 for 2025.

- Misselt gave a description of a software named “Donor Perfect” (approximate cost of \$950/year), and showed a video as a sample the Board may want to consider using to promote the Foundation (approximate cost of \$5,000). Nelson and Trautmiller will be on a committee with Library Staff to work on the Foundation Website changes. ***Motion made by Jacobson to approve Nelson and Trautmiller to make necessary decisions to update the Foundation portion of the Website maintained by Library Staff, and to make decisions regarding any costs involved in modernizing the software for receiving monies for donations and in the making of a video to promote the Foundation under limits set by the Board. Second by Jacobs. Motion passed.***

Membership Report: Membership Coordinator Jacobson reported no new memberships submitted. Three matching donations for the same person were received.

Old Business:

Attendance at Library Board of Trustees Meetings: November 4 – Montgomery
December 2 – Jacobson

New Business: Jacobson and Nelson’s positions on the Board are up for re-election. Both are interested in staying in their current roles. Replacements are needed for Popelka and Montgomery. In addition, two positions have been added through the Foundation Bylaws changes. Linda Vivoda-Sadè, Rita Kozak and Gabe Olson-Jensen will be joining the Board. Jacobson has a possible candidate she will talk with. Ostness is willing to take the President position, Trautmiller and Jacobs would like to retain their current position as Vice-President and Secretary.

Adjournment: President Montgomery adjourned the meeting at 8:25pm

Next meeting: December 4, 2024, 7:00pm in the Library Board Room