

## **Whiting Library Fundraising Committee Meeting**

April 19, 2022, at 4 PM

(Held in the Library's Community Room and via Zoom)

### Minutes

In attendance: Lyza Gardner, Robert Nied, Ed Grossman, Katheryn Poston. (No members of the public attending in person or via Zoom.)

Meeting was called to order at 4:02 PM

There were no additions to the agenda.

Lyza detailed the process for finalizing the language and format of the fundraising appeal letter and provided a timeline for printing and distributing the fundraising materials to the Trustees. Robert confirmed that he would deliver the templates to, and work with, the printer.

A discussion followed about the content of the appeal letter, and it was agreed that members of the Committee would provide comments and suggested edits to a shared Google Doc, with all comments to be provided by end of day on Sunday April 24, 2022.

A brief discussion was held concerning the status of the Better Places grant initiative.

A motion to adjourn was made by Ed, seconded by Kathy, all in favor.

The meeting was adjourned at 4:55 PM.