

Friends of the Crystal Falls District Community Library
Tuesday, October 24, 2023, 10:00am, Library Conference Room

Present: Janet Wagner, Joan Kupchynsky, James Jackson, Margaret Padilla, Vinnie Liscomb, Maureen Elson, Ret Ahimsa, Debbie Deuter, Ann Bloom, Bev Wilcox, Mary Ann Keil, Carol Foucault, Evelyn Gathu, Joseph Parker (CoVantage CU)

1. Call to order: Janet called the meeting to order at 10:00am.
2. Agenda building: Additions made to the agenda.
3. Approval of minutes from last meeting: Jim moved, Joan seconded, to approve the minutes from the September 21, 2023 meeting. M/C.
4. Treasurer's Report (Jim): The Treasurer's report was approved and placed on file.
5. Old Business: "CoVantage Cares" (November 28-December 12, 2023) Update:
Joseph Parker, Manager, CoVantage Crystal Falls.
 - Discussed ways to collect money during the campaign. Checks payable to CoVantage Cares with memo to Friends CFDCL mailed or dropped off at Crystal Falls Branch. (This info will be included in all advertising.) Cash donations accepted during the campaign will be collected and brought to the Credit Union regularly.
 - Answered questions from those present.
 - Took "check" photo for use at the end of the campaign.
- Reports:
 - Banner: Maureen presented her draft of the banner. All present approved the design. CoVantage Cares will pay for two banners (size 3' x 5' vinyl with grommets for hanging). Maureen will order from Nicolet Sign. Will hang one at the Library and one at the Credit Union.
 - Signs for Crystal Fresh Roundup: will laminate and place at check out counters.
 - Presented plans for a 2'x 4' standing poster. Recommended having one on display at the Library, Credit Union and Alpha Brewery. Peg moved, Jim seconded, to fund the cost of three posters at \$25 each (\$75). M/C. Maureen will order and invoice the Friends.
 - Posters: Discussed design of posters for distribution around town. Agreed to change the color scheme and include donation information on the posters.
 - CoVantage Display: Maureen shared her ideas for the display at the Credit Union, including chairs, lamp, reading nook.

- 15 Days of CoVantage Cares: Evelyn presented a draft of a calendar of events to be held each day during the campaign. These included all the fund-raising ideas discussed at the last meeting and some new things. All were enthusiastic about the idea of the calendar. Evelyn will finalize the calendar and make copies available to distribute.
- Raffle License: Janet updated on progress of Raffle License application.
- Fund-raising Ideas: Follow up
 - Alpha Brewery: December 2, noon to 6pm. Mary Ann reported for the subcommittee. Included in the event:
 - Well Read Beer sales will run the whole two weeks (Mary Bjork).
 - Bake Sale (volunteers to bake needed).
 - Food from Logans, noon to 3pm (Vinnie will contact Logans for specifics and pricing and forward to the Board for their approval.)
 - Raffle Baskets (Evelyn, Mary Ann, Ret will see to getting baskets from local businesses.)
 - Raffle: Red Yeti Cooler donated by CoVantage to run the full two weeks and be on display at the Brewery. (Janet will notify Joseph when our raffle application is approved.)
 - Crystal Fresh Roundup: November 28-December 12, Janet will contact Belinda to make sure all is ready.
 - Book Sale: November 28-December 7 in the library. Peg coordinating. Will have posters indicating donations accepted for books and puzzles.
 - Ideas from Evelyn: Dec. 1: Foucault Brothers concert. Free will donations accepted.
 - December 8, Cookie Walk, 5-7pm at the Library. (Volunteers to bring cookies to sell.)
 - December 9: Crystal Christmas/Authorpalooza/parade. Discussed events of the day. Treats needed. Parade at 6pm. Discussed Friends participating in the parade. Peg, Maureen and Ann offered to march and carry the banner. Any other Friends are welcome to join. Peg will contact CoVantage and see if any employees want to join.
 - December 9: Sell hot chocolate at Twisted Twig during parade: Ret and Janet will report later.
 - Evelyn is working on creating cards, note cards, calendars and an event at the Crystal Theater as part of the 15 Days of CoVantage Cares. Will have more information at next meeting.
- Other Ideas?
 - Letters to businesses: Discussed sending solicitation letters to area businesses. Peg will ask Joseph about this.
 - End of Year Donation letters: Jim is working on a letter for this.
 - Book character silent auction: agreed to set up a silent auction for a character in Jim's next book (being released February 2024). Auction will run until December 8. Jim will get information to Maureen, who will

- incorporate it into the CoVantage display.
- Dickinson Area Community Foundation Grants: Will not pursue this for the campaign but Maureen will talk to Evelyn about using this for other library projects.

- Volunteers: Peg will come up with a list of what kind of volunteer participation will be needed for various events and contact Friends via email. Janet will follow up with phone calls.

- Advertising:
 - Telephone Time: Evelyn, Alpha Brewery
 - IC Reporter: CoVantage Cares press release October 30. Peg will submit to the local papers in November, including donation information.
 - Social Media: Websites/ FB pages: Friends Website, Alpha Brewery Website and FB page, CoVantage FB page, and Library website and FB page will include information about the fundraiser.
 - Crystal Falls City Newsletter: Peg submitted notice. Ana will post in November newsletter.
 - Forest Park School Library: Janet will contact

6. Other Business

- Candy Bash: Saturday, October 28, 2023, 3pm-5pm. Peg will send email requesting volunteers. (Mary Ann, Ann, Peg)

7. Next meeting: Set a final follow up meeting for Tuesday, November 14, 2023 at 10am in the Library, to tie up any loose ends regarding the CoVantage Cares campaign.

Joan adjourned the meeting at 11:54am.

Those who were able stayed to help put stickers and bookmarks in books for Candy Bash. (Thanks!)

Respectfully submitted,

Peggy

Peg Padilla, Secretary, FOCFDCL