

**KELLOGG-HUBBARD LIBRARY**

Established 1894

135 Main Street, Montpelier, VT 05602

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**KHL Fund Development Committee Meeting 5-13-21**

The Kellogg-Hubbard Fund Development Committee met remotely (via Zoom) 5-13-21 at 2:30 p.m. On the call were: Judy Warriner Walke (Committee Chair), Katelynn Averyt (Development Coordinator DC), Jessie Lynn (Non-Profit Director ND), Tai Nixa Peterson and Craig Durham (Committee Members) and Sarah Seidman (Committee Member/Secretary).

Approval of the agenda was unanimous. Peterson moved and Durham seconded approval of the minutes of the 3-11-21 meeting. Motion carried.

Averyt reported that KH is \$4,000 over its FY21 fundraising goal. She asked for volunteers for sorting books for the upcoming book sale. She presented the report on the spring appeal, which netted four new first-time monthly donors but disappointing net totals.

Lynn noted the procedure for accepting a one-time large anonymous donation.

The FY22 fundraising plan has a \$160,000 goal, with \$9,970 in direct expenses. Major donor stewardship and strategies to increase donation levels by businesses were discussed. Averyt said the winter fundraiser is still a possibility but Lynn noted we need to proceed cautiously as a resurgence of covid could upend plans.

Walke reviewed the committee's goals for 2021. Motion to adopt those goals was made by Seidman, Durham seconding. Motion carried. Walke asked members to report on their initial donor outreach efforts in March. Email responses varied and Walke encouraged members to follow up with a phone call to establish contact.

The next meeting will be June 10, 2:30 p.m. with a focus on the annual report, more business strategy discussion and planning for the Board training on fundraising in October. The meeting adjourned at 3:45 p.m.

Respectfully,

Sarah Seidman, Secretary