



Dakota County Library Foundation

Board Meeting Minutes

Date: January 7th, 2020 **Time:** 4:30 pm **Location:** Wescott Library

Attendees

Rachel Quick (Executive Director) Roseanne Byrne, Marty Fischer, Dixie Ohlander, Sara Galligan, Joan Utvik; also attending Margaret Stone, Library Director and Jennifer Reichert-Simpson, Library Deputy Director

Meeting called to Order (Rachel Quick)

Meeting Minutes for November 4th, 2019 (Rachel Quick) Motion to approve by Roxanne Mindeman; seconded by Marty Fischer with unanimous approval.

New Member (Rachel Quick) Application for Kathy Boyd presented to the Board. Unanimously approved.

Financial Report (Marty Fischer) Marty reported that the current Fidelity fund is at \$59,700, heavy on liquidity with two CDs coming into maturity in 2020. The recommendation was:

- \$10,000 CD, roll out to 3 years
- \$5,000 CD, roll out 6 months
- \$5,000 from excess liquidity and roll out 6 months.

Motion to approve by Roseanne Byrne, seconded by Joan Utvik with unanimous approval.

New Topics

1. Foundation leadership structure (Rachel Quick) Per the bylaws, the foundation needs to have a series of board positions filled, including Chair, Vice Chair, Treasurer and Secretary. Sara Galligan accepted the role of Secretary, Marty Fischer the role of Treasurer, and Roseanne Byrne, Vice Chair. The board tabled the nomination of Chair and will discuss at the next meeting.
2. Newsletter (Dixie Ohlander) The board would like to increase awareness through a once-yearly newsletter. Content may include funded projects, upcoming Give to the Max opportunities, annual report, staff interviews, and more. Motion to approve by Roseanne Byrne, seconded by Dixie Ohlander with unanimous approval.
3. Online presence (Rachel Quick) In order to increase online presence, Rachel proposed the creation of a Facebook group, update to our website to refresh content, and

continuing with our current logo (now digitized). The board has tabled discussions on other media like Instagram and Twitter until a further date. Motion to approve by Roseanne Byrne, seconded by Joan Utvik with unanimous approval.

4. **Funding requests** (Jennifer Reichert-Simpson) Library staff presented a literacy program for Dakota County jail inmates and requested funding for \$1295. Motion to approve by Rachel Quick, seconded by Roseanne Byrne with unanimous approval.
5. **Flagship project** (Rachel Quick) With the recent donation from the Herzog Foundation, the Board is requesting that the library identify several projects that the Board would fund. The Board asked that funding requests start at \$5,000.
6. **Schedule next meeting** (Rachel Quick) Next meeting will take place Tuesday, April 7th, 4:30 pm at Wescott Library.

The meeting adjourned at 6:00 pm.

Respectfully submitted, Rachel Quick