

SUN PRAIRIE PUBLIC LIBRARY FOUNDATION
BOARD OF DIRECTORS MEETING
5:30 P.M., Tuesday, January 25, 2005
Library Conference Room

Present: Alice Hensen, Mike Allen, Terry Weisensel, Tom Diener, Sharon Zindars, Sharon Meier, Bob Kincaid
Absent: Jeanie Farmer

The meeting was called to order at 5:35 P.M. by board president Alice Hensen

I. CHANGES TO AGENDA

None

II. REVIEW OF MINUTES

The minutes from the December 20, 2004 meeting were reviewed. MOTION: Mike Allen made a motion to accept the minutes as presented. The motion was seconded and passed.

III. FINANCIAL REPORT

The financial report for 2004 was reviewed. A detailed breakdown of Book'n'It! was also reviewed. A discussion followed. MOTION: Tom Diener made a motion to accept the financial report as presented. The motion was seconded and passed.

IV. ELECTION OF OFFICERS

Alice Hensen was nominated for president in December and accepted. Jeanie Farmer was nominated for Treasurer and has also accepted.

V. FALL MAILING

Sharon Zindars reported that donations were still arriving from the fall mailing. She noted that donors should be recognized and suggested an insert in the April newsletter with donors names. A discussion followed relating to how names should be listed. Categories were suggested such as businesses, individuals, piano project, Book'N'It! and memorials. Board members agreed with Zindars' plan.

VI. BOOK'N'IT! PLANNING

A letter to 2004 sponsors was drafted by Alice Hensen and went out December 22, 2004 and there have already been some commitments. The board agreed that a letter should go out to other businesses to offer them the opportunity to participate. A discussion followed concerning what constitutes a major donor. It was also suggested that names of new contacts be taken from the Chamber of Commerce list.

2004 sponsors will be asked how much they might be willing to give. Mike Allen will contact Stoughton to find out how their run is handled. The board agreed that the first move is to set up a time-line for the run. Bob Kincaid was asked to do this. The run will be held August 20 this year. A discussion followed concerning some of the things that can be done soon such as reserving the Sheehan Park shelter. Bob Kincaid will see to it that the run is advertised in running publications and WEB sites. Several changes in the run were discussed. One major change will be to ask the insurance company if the waivers can be condensed. Sharon Zindars will look into this. Bob Kincaid agreed to prepare a timeline and send it to Sharon Zindars. He will also work on revising the route. Alice Hensen will draft a letter to potential sponsors. Terry Weisensel will contact Bob Holling about reserving the shelter house and alert Mary Polenski (EMTs) as to the date and time of the run.

VII. MARKETING PLAN

The marketing plan was tabled until a later date.

MOTION: Tom Diener made a motion to adjourn the meeting. The motion was seconded and passed.

The meeting was adjourned at 6:35 P.M.

Respectfully submitted by Sharon Meier