

THE WESTPORT LIBRARY

Minutes of the Development Committee

November 11, 2020

Meeting Conducted by Zoom

Committee Members Present: Andrea Berkley, Iain Bruce, Emily DiMiceli, Randy Herbertson, Celeste LaCroix, Krishna Patel, Meena Pellerin, Barrie Rosen

Members Absent: Sivan Hong, Jenna Markowitz

Staff and Guests Attending: Bill Harmer, Nancy Klein

The meeting was called to order at 5:35pm

Minutes of last meeting: Approved. Mr. Herbertson abstained

Topics discussed:

The Committee was updated on the status of gifts made through the Annual Appeal and plans for the year-end mailing. The year-end mail will be in homes the week of December 7th. Year-end giving will also be marketed on the Library's website, in the enews, and solicitors will be asked to send an email to all those on their list who have not yet donated.

The Committee was also briefed on the plan for Giving Tuesday, being held this year on December 1st. The Library will be using a creative poem written by Board member Meena Pellerin to solicit gifts.

The last item on the Committee Agenda was a review of the key themes expressed in interviews conducted by Board member Emily DiMiceli on the Board survey.

The next committee meeting will be held on December 9, 2020.

The meeting was adjourned at 6:40pm

Respectfully submitted,

Nancy Klein
Chief Development and Marketing Communications Officer