

THE WESTPORT LIBRARY

Minutes of the Development Committee

October 13, 2021

Meeting Conducted by Zoom

Committee Members Present: Andrea Berkley, Dave Briggs, Celeste LaCroix, Jenna Markowitz, Stefano Pacifico, Krishna Patel, Meena Pellerin, Jeremy Price

Members Absent: Randy Herbertson

Staff and Guests: Bill Harmer, Nancy Klein

The meeting was called to order at 5:35 pm

Minutes of the last meeting: Unanimously approved.

Topics discussed:

The Committee did an extensive debrief of its new fundraising initiative, *The Exchange: Conversations About the Issues of Our Time*. Overall, the event was very successful and achieved the objective of bringing in a new audience. For next year, the Committee suggests that the Event Committee consider catering options, the timing of the event, and messaging, to ensure that the purpose of the event – raising funds to support the Library – is well communicated.

The Committee also received an update on other development activities from Ms. Klein including the Annual Appeal, Annual Report, Giving Tuesday, and the next phase of the Appeal to be mailed in December. The Committee discussed using a matching gift as a fundraising strategy for a future campaign.

The next Committee meeting is Wednesday, November 10th.

The meeting adjourned at 6:30 pm.

Respectfully submitted,

Nancy Klein

Chief Development and Marketing Communications Officer