

Thayer Library Trustees' Fundraising subcommittee
Agenda for Tues. February 22, 2022 (5 pm Zoom meeting)



Zoom link: <https://wpi.zoom.us/j/98907911830>

Meeting ID: 989 0791 1830

One tap mobile
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1. Welcome; call to order (David Spanagel) (5 min)
2. Approval of minutes from January 25 subcommittee meeting (5 min)
3. Children's Room Fundraising project discussion (up to 45 min)
 - a. Deposits report/update (Jeanne Rose)
 - b. Check in on revised social media memes ready to launch (Julie Brummer)
 - c. Plans for incorporating Library Giving Day (April 6, 2022) into our Children's Room Fundraising campaign (Melissa Carlson)
 - i. <https://librarygivingday.org/campaign-tools/>
 - d. Review and discussion of total fundraising goal amount and strategy (Joe Mule)
 - i. Details needed to complete the grant application:
 1. Assured cash flow. **Due to the reimbursement nature of the program, to have an adequate cash flow for the needs of the project during research or construction, matching funds equal to or greater than 75% of the estimated total project cost (50% Applicant Share + 25% Cash Flow) for the grant-assisted portion of the project must be in place at the time the application is submitted.**
 2. Documentation of matching funds coming from a third party: **applicants must provide evidence of pledges received when the application is submitted. Uncollected private individual pledges may not be considered a firm commitment or part of the available project funds. Firm and binding letters of award, however, from corporations, private foundations, and public agencies (other than state agencies) for work that will be completed within a specified timeframe are acceptable.**

3. For the application, therefore, Joe needs signed letters [one from CROWSFEET and one from FTML] *certifying the sources, kinds and amounts of matching funds (the non-state share of the grant project) and the date these funds will be available. The letters must be signed by the person legally authorized to certify and commit applicant funds. Applications that do not provide clear and accurate information on matching share will be considered incomplete and will not be considered for grant allocations.*

4. Next Steps/New Business

5. Confirm next meeting date on March 29(?); Adjourn (5 min)