

EASTERN SHORE PUBLIC LIBRARY

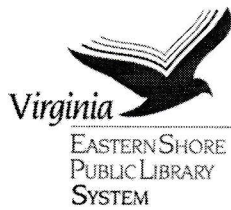
BOARD OF TRUSTEES

February 11, 2020, 1:00 PM

Eastern Shore Public Library, Accomac, Virginia

Agenda

1. Call to Order
2. Public Comments
3. Approval of Minutes: January 14, 2020
4. Financial Report
5. Branch and Friend's Reports
 - a. Cape Charles Memorial Library
 - b. Chincoteague Island Library
 - c. Northampton Free Library
 - d. ESPL Friend's Reports
6. Library Director's Report
7. ESPL Foundation (Davenport)
 - a. Capital Campaign Update
8. Capital Project Update – Steering Committee (Valentine)
9. Old Business
10. New Business
 - a. Naming the new library
 - b. Approval of Internet service contract
 - c. Accept National Endowment for the Humanities \$500,000 Challenge Grant
 - d. Accept 2019 Audit
 - e. Approve Friends of NFL plan for alterations to the Northampton Free Library
11. Additional Comments
12. Next Meeting: Tuesday, March 10, 2020 at ESPL in Accomac at 1:00 pm
13. Adjournment



Main Library – Accomac

Northampton Free Library

Chincoteague Island Library

Cape Charles Memorial Library

PO Box 360

Accomac, VA 23301

Phone: 757-787-3400

Fax: 757-787-2241

www.espl.org

**EASTERN SHORE PUBLIC LIBRARY
BOARD OF TRUSTEES**

January 14, 2020, 1:00 pm

Eastern Shore Public Library, Accomac, Virginia

Present: Gerry Ryan (Chair), Tim Valentine (Vice Chair), Patricia Bloxom, Dennis Custis, Jay Davenport, Joyce Holland, Althea Pittman, Ann Rutledge. **Absent:** Carl Rose-Jensen, James Lilliston (Treasurer),

In attendance: Cara Burton, Director. **Staff:** Summer Dahlmanns, Janice Felker, Charle Ricci.

1. Meeting called to order by Chair Ryan at 1:02 pm.
2. **Public comments.** None.
3. **Minutes.** Custis motioned to approve the December 10, 2019 minutes as amended to remove Patricia Bloxom from list of trustees present at the meeting. Holland seconded. Motion approved.
4. **Financial Reports.** Burton noted that the balance sheet shows a balance of \$16,268.03 in the Merrill Lynch Auxiliary account. This is out of date, as the monies in this account have been transferred to the General Endowments (Merrill Lynch) account as shown on the Profit and Loss statement. The bookkeeper cannot adjust the balance sheet until the account statement is received. Davenport motioned to approve December 2019 financial reports. Custis seconded. Motion approved.
5. **Branch and Friends Reports**
 - a. Cape Charles Memorial Library - Report distributed by email. Rutledge also submitted a bar chart showing higher program attendance over the past year.
 - b. Chincoteague Island Library - Ryan distributed a printed report and noted that the Chincoteague Island board and volunteers are busy planning for the upcoming year.
 - c. Northampton Free Library - Report distributed by email. Burton stated that a few shingles have been lost recently, but a roofer is scheduled to replace them soon. Felker is planning a signature children's event at the Nassawadox Library for 2020. Burton plans to have the wooded area on the library property cleaned up to create usable outdoor space for such events. Burton is also making inquiries into determining who is farming the recently donated land adjacent to the library. Burton and Maureen Lawrence, NFL Friends Treasurer, recently met with Clark Doors representative to acquire a quote for automatic door opening equipment for the front doors of the NFL.
 - d. ESPL Friends Reports - None submitted. Burton reported that the ESPL Friends members are constantly working to sort book donations and distribute withdrawn library books both to the Friends' ongoing book sale and to Better World Books.
6. **Library Director's Report** - Report distributed by email. The ESPL Foundation has received a \$500,000 Challenge Grant from the National Endowment for the Humanities. It is designated for the Heritage Center, and will help with furnishings and fixtures in the new building, but will not directly impact the amount due on the loan. Burton offered examples of items to be provided by the grant such as electric window shades and maker space equipment. No additional funds are needed to meet the challenge portion of the grant as monies already raised will qualify for the match. Burton plans to determine firmer line item costs and quotations for items included in the grant over the next week. The grant will be released over several years. Burton is also applying for a separate grant with the NEH to help with the moving of the archives. Burton recently met with a representative from Bates Moving to obtain a quote to move the shelving, books, and furnishings from the

Accomack library to the Parksley facility. Bates estimated that the collections could be moved in about a week. Burton submitted a grant to the NEH for a second Preservation Assistance Grant (PAG). This grant would hire a consultant to create an organizational system that reflects standard archival procedures and to help organize and prepare the local history collection for the move. This grant builds upon the first PAG obtained in 2019. Rutledge reported that the CCML Friends Fundraising Dinner will be held on February 8th at the Oyster Farm in Cape Charles, and the speaker will focus on the expansion of the Chesapeake Bay Bridge-Tunnel. When Burton submitted the budget request to Northampton County, it did not include costs incurred by Accomack for the new facility. After communicating with Mike Mason, Burton wanted to be sure that Accomack County had in fact requested an increase in support from Northampton County. Mason would like Burton to submit one figure to Northampton that would cover 25% of the Accomack's maintenance costs for Parksley for six months. Custis motioned that this request be submitted to Northampton County. Holland seconded. Motion approved. The rollover and training from the existing library software, Evergreen, to the new system, Atrium, will require that the library be closed for two consecutive days. The library is in the process of switching to a new telephone system and VOIP service.

7. ESPL Foundation (Davenport)

- a. Capital Campaign Update -Davenport expressed thanks to Art Fournier and Barbara Schwenk for their work toward obtaining the \$500,000 NEH grant. Other grants are in the works, and the Foundation continues to look for other sources of funding from individuals through naming opportunities and fundraising events. Burton noted that the annual Raising the Green event will be held on Saturday March 14th at the Island House in Wachapreague. Burton announced that a donor would like to provide a bench for the exterior of the library. The Foundation requested guidance from the Board of Trustees as to the approval process for such donated items. Ryan and Custis stated that designs for named items be brought to the library trustees for approval. Burton also notified trustees that someone has approached the Foundation about donating landscaping services. Burton noted that crape myrtles have already been donated and will need to be incorporated into the design. The donor will create a landscaping plan to be submitted to the library trustees for approval as well as approval from the Department of Public Works, as they will be maintaining the library grounds.

8. Capital Project Update – Steering Committee (Valentine) Valentine reports that the construction is on schedule and the relationship with the contractor is very positive. Davenport inquired as to the likelihood that the construction will be completed without having to tap into the contingency fund. Valentine thinks that it may be possible.

9. Old Business

- a. Registration Policy modifications approval, second reading – Valentine motioned to approve the Registration Policy to include information about the Educator and Guest cards. Pittman seconded. Motion approved.

10. New Business

- a. ESPL Closing for ILS Training, two days in February to be determined. Holland motioned to approve a two day closing of the ESPL for training. Davenport seconded. Motion approved. Burton applied for ADA compliant water fountains through a United Way Grant. Burton expressed her thanks for Pittman's assistance with letters of support for the United Way grant and for help with the NFL's automatic door project.

11. Additional Comments – None.

12. Next Meeting: Tuesday, February 11, 2020 at Main Library in Accomack at 1:00 pm.

13. **Adjournment** - Valentine motioned to adjourn. Custis seconded. Motion approved. Meeting adjourned at 2:00 by the Chair.

Respectfully submitted,

Cara Burton, Secretary

DRAFT

FIRST DATA REPORTING SERVICES LLC
PO BOX 6604
HAGERSTOWN MD 21741-6604

EASTERN SHORE PUBLIC LIBRARY
EASTERN SHORE PUBLIC LIB
23610 FRONT ST
ACCOMAC VA 23301

1286621
UPGR

If you have questions contact:
CUSTOMER SERVICE
Phone number: 800-432-7628



Instructions for Payee

You have received this form because you have either (a) accepted payment cards for payments, or (b) received payments through a third party network that exceeded \$20,000 in gross total reportable transactions and the aggregate number of those transactions exceeded 200 for the calendar year. Merchant acquirers and third party settlement organizations, as payment settlement entities (PSEs), must report the proceeds of payment card and third party network transactions made to you on Form 1099-K under Internal Revenue Code section 6050W. The PSE may have contracted with an electronic payment facilitator (EPF) or other third party payer to make payments to you. If you have questions about the amounts reported on this form, contact the FILER whose information is shown in the upper left corner of the form. If you do not recognize the FILER shown in the upper left corner of the form, contact the PSE whose name and phone number are shown in the lower left corner of the form above your account number. See the separate instructions for your income tax return for using the information reported on this form.

Payee's taxpayer identification number (TIN). For your protection, this form may show only the last four digits of your TIN (social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN)). However, the issuer has reported your complete TIN to the IRS.

Account number. May show an account number or other unique number the PSE assigned to distinguish your account.

Box 1a. Shows the aggregate gross amount of payment card/third party network transactions made to you through the PSE during the calendar year.

Box 1b. Shows the aggregate gross amount of all reportable payment transactions made to you through the PSE during the calendar year where the card was not present at the time of the transaction or the card number was keyed into the terminal. Typically, this relates to online sales, phone sales, or catalogue sales. If the box for third party network is checked, or if these are third party network transactions, Card Not Present transactions will not be reported.

Box 2. Shows the merchant category code used for payment card/third party network transactions (if available) reported on this form.

Box 3. Shows the number of payment transactions (not including refund transactions) processed through the payment card/third party network.

Box 4. Shows backup withholding. Generally, a payer must backup withhold if you did not furnish your TIN or you did not furnish the correct TIN to the payer. See Form W-9, Request for Taxpayer Identification Number and Certification, and Pub. 505. Include this amount on your income tax return as tax withheld.

Boxes 5a-5l. Shows the gross amount of payment card/third party network transactions made to you for each month of the calendar year.

Boxes 6-8. Shows state and local income tax withheld from the payments.

Future developments. For the latest information about developments related to Form 1099-K and its instructions, such as legislation enacted after they were published, go to www.irs.gov/Form1099K.

O1AL5638 - 1 - 03/21/19

☐ CORRECTED (if checked)

FILER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. FIRST DATA REPORTING SERVICES LLC PO BOX 6604 HAGERSTOWN, MD 21741-6604 800-432-7628		FILER'S TIN 47-0902841	OMB No. 1545-2205 2019 Form 1099-K	Payment Card and Third Party Network Transactions
		PAYEE'S TIN XX-XXX4136		
		1a Gross amount of payment card/third party network transactions \$ 7,614.99		
Check to indicate if FILER is a (an): Payment settlement entity (PSE) <input type="checkbox"/> Electronic Payment Facilitator (EPF)/Other third party <input checked="" type="checkbox"/>	Check to indicate transactions reported are: Payment card <input checked="" type="checkbox"/> Third party network <input type="checkbox"/>	1b Card Not Present transactions \$ 52.70	2 Merchant category code 5942	Copy B For Payee This is important tax information and is being furnished to the IRS. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if taxable income results from this transaction and the IRS determines that it has not been reported.
		3 Number of payment transactions 151	4 Federal income tax withheld \$	
PAYEE'S name Street address (including apt. no.) City or town, state or province, country, and ZIP or foreign postal code EASTERN SHORE PUBLIC LIBRARY EASTERN SHORE PUBLIC LIB 23610 FRONT ST ACCOMAC, VA 23301		5a January \$ 118.78	5b February \$ 121.20	
		5c March \$ 6,053.75	5d April \$ 246.30	
		5e May \$ 119.49	5f June \$ 68.20	
		5g July \$ 87.69	5h August \$ 158.94	
		5i September \$ 131.54	5j October \$ 113.40	
PSE'S name and telephone number SUNTRUST BANK 800-432-7628		5k November \$ 95.20	5l December \$ 300.50	
		6 State	7 State identification no.	
Account number (see instructions) N0000082536233488000		8 State income tax withheld \$		

Form **1099-K**

(Keep for your records)

www.irs.gov/Form1099K

Department of the Treasury - Internal Revenue Service

26639678T3

11581

Proposal for In-Kind Donation

Recipient: Eastern Shore Public Library new construction site in Parksley, VA

Grantor: Browder Hite Inc PO Box 265 Exmore, VA 23350 757-442-5296

Browder Hite, Inc of Exmore, VA proposes an in-kind donation of six (6) crape myrtle trees to be installed at the new Parksley, VA library. The location of these trees shall be determined by library personnel in conjunction with Browder Hite. Each tree will be approximately 6 feet in height, well-formed and planted according to industry guidelines, including soil amendments (if necessary), mulching day-of watering and staking. Please keep in mind that occasionally, depending on variety, crape myrtles do not require staking. While we will warrant that the trees will be healthy at the time of planting, we will not warrant them beyond the day of installation. Watering, weeding, fertilizing, insect prevention and general maintenance will become the responsibility of the owner. We will be glad to

cannot

Timing
opening
rooted

This document
describes
representation

Respectfully



A free, comprehensive, authoritative,
up-to-date health information Web site
from the world's largest medical library, the
National Library of Medicine of the National
Institutes of Health.

Information Rx

It's all you need to know
grow

go

Poe

Roh

February 11, 2020

Library System Director's Report

Cara Burton, Director

Mission: The Eastern Shore Public Library is a regional library system which enhances the quality of community life and serves the citizens and visitors of Accomack and Northampton Counties by providing access to information to meet their educational, personal, professional, and recreational needs.

Vision: The Eastern Shore Public Library system is an innovative, community-oriented resource providing an inviting environment for life-long learning.

Nonprofit Capacity

Census: A program for Youth Services providers will be held February 12, 11:30 at the Chamber. ESPL assisted with the organization and publicity. Burton wrote a blog article for LVA on ESPL's Census activities. Burton has been invited to talk to a political group on Saturday, Feb. 15.

Healthy Communities: Burton reviewed with HC Director, Patti Kiger, about involving Dahlmans in a Working Group related to adults/seniors.

System Capacity

Tangier: After public RFP, no bids were received for installing Internet cabling or providing services to the Muddy Toes Public Library in Tangier. E-rate Central informed Burton that their current Internet bill and a written quote can be submitted to obtain the e-rate discount.

Culture of Reading

Public showing of "The Public", a movie directed by Emilio Estevez, took place on Wednesday, January 22, at 11:00, during the CPES Point in Time Count (10:00-2:00) at the Elks Club in Accomack. Johnson and Felker tabled. About 35 people attended in addition to agencies.

Exhibits: Book displays: (1) Black History Month and (2) National Heart Month

Heritage Hub

Civil War Trail: Several discussions with the CWT director took place regarding communications and the text. The content of the Onancock sign will be re-drafted, narrowing the subject matter to one topic.

Outreach:

1/20 MLK Day Unity Breakfast, Northampton High School – had table with library information

1/22 CPES Point in Time Count at Elks Lodge

Upcoming:

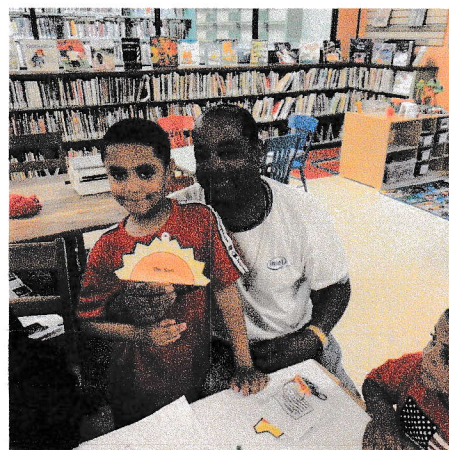
2/17 ESPL closed for President's Day

2/19-20 Migration to Atrium. Libraries closed.

2/29 – Heritage Festival, ESCC

3/14 – Raising the Green

3/24 or 4/22 and 4/23 – Bridges Out of Poverty training and planning



Youth Services

Janice Felker, Youth Services Coordinator

- ◆ Continued to promote and facilitate Stork Storytime and 1000 Things Before Kindergarten programs to encourage the development of family literacy and pre-reading and early reading skills in children from birth to age five. For 1000 Things Before Kindergarten, we currently have 31 children signed up in Accomac and 8 in Nassawadox. We have about 10 mothers participating in Stork Storytime.
- ◆ Continued to work on collection development (purchasing and discarding) for Children's and YA collections.
- ◆ Removed holiday decorations and displays in the children's areas at Accomac and Nassawadox libraries.
- ◆ Created displays at libraries in both Accomac and Nassawadox for the winter season.
- ◆ Prepared and presented weekly story time programs at Accomac (Tuesdays at 10:00 AM). (Jan. 7, 14, 21, and 28)
- ◆ Conducted the Youth Garden Club meetings and workdays at Northampton Free Library. (Jan. 3, 10, 24, 27, and 31)
- ◆ Updated mobile device management system for iPads with ManageEngine and the Apple Device Enrollment Program. (Jan. 6)
- ◆ Attended meeting of Nurse-Family Partnership Community Advisory Board and recorded minutes as a member of their Community Advisory Board. (Jan. 6)
- ◆ Attended "Children's' Lively Minds, Deb Curtis & Nadia Jaboneta Share Insights About Schema Theory" Early Childhood Investigations webinar (1.5 hours). (Jan. 8)
- ◆ Continued preliminary planning for Summer Reading Programs including meeting with Sharon Silvey on Jan. 13.
- ◆ Attended ESPL Board of Trustees meeting. (Jan. 14)
- ◆ Assisted Cara Burton with prep for Martin Luther King 30th Annual Community Unity Breakfast at the Northampton High School Cafeteria on Jan. 20.
- ◆ Viewed online, the VLA Youth Services Forum January meeting including 1) Introduction to the Forum, 2) Forum Website Tour, and 3) James Giangregorio from Virginia Beach Public Library on Tween services. (1.5 hours) (Jan. 21)
- ◆ Attended Eastern Shore Community Services Board Pop-up Seminar "Tools of Abuse." (1.5 hours) (Jan. 21)
- ◆ Set up and staffed (with Wendy Johnson) outreach table at the Resource Fair and Point in Time Homeless Count Event. (Jan. 22)
- ◆ Met with Cara Burton in Exmore to consider and discuss options for outreach in Northampton County. (Jan. 23)
- ◆ Viewed the live online presentation of the ALA 2020 Youth Media Awards and shared to ESPL Youth Services Facebook. Began working on display for winners of the ALA Youth Media Awards. (Jan. 27)
- ◆ Provided Youth Services Summer reading Kickoff event funds request to the Friends of the Northampton Free Library. (Jan. 27)
- ◆ Attended Smart Beginnings Go & Grow Planning Meeting. (Jan. 28)
- ◆ Created a display in the Children's Room at the library in Accomac to showcase the Take Action project completed by Girl Scout Troup 348 as a collaborative effort with ESPL. (Jan. 30)
- ◆ Attended online webinar - Responding Online to the 2020 Census: What Libraries Need to Know presented by ACRL a division of ALA. (1.5 hours) (Jan. 30)



Technical Services

Charle Ricci, TS Manager

- ◆ Continuing weeding of nonfiction collection at Accomac: Camping, Hunting, Fishing, Writing, Poetry.
- ◆ Selected replacements and updated materials for nonfiction sections that have been weeded.
- ◆ Compiled reports and distributed search lists to all four ESPL locations for items with status of "Missing", "Lost", "On Holds Shelf", "In transit", and "In process".
- ◆ Completed Data Management Profile Documents for migration from Evergreen ILS to Atrium ILS. Coordinated details of preliminary and final data extraction with Equinox (Evergreen) representative.
- ◆ Organized training schedule for Atrium and communicated details to ESPL staff.
- ◆ Coordinated the management of cataloging and collection procedures during this "in limbo" time period between ILS data extracts.
- ◆ Created administrative and technical profiles with Freading eBook application to re-launch the service on espl.org thanks to donation from ESPL Friends. Created bookmarks, Facebook post and slide for circulation desk monitor.
- ◆ Completed setup of the Educator patron profile, communicated with staff about this new patron group, and created Facebook post and slide for circulation desk monitor.
- ◆ Assisted with design selection and created a tagline for ShoreCat, the new Atrium catalog.
- ◆ Compiled and distributed list of invoices to CCML & CIL yet to be reimbursed by affiliate libraries for the first half of FY 2019-20.
- ◆ Collected donated softcover books for distribution at the Point in Time Count for Homelessness event.
- ◆ Working on staff reviews for Tech. Services department employees.
- ◆ Attended January 9, 2020 meeting with Burton and Bates Moving representative to evaluate the ESPL collection and to acquire an estimate for moving services.
- ◆ Attended Board of Trustees Meeting, January 14th at the Accomac Library.
- ◆ Attended webinar: Marketing of Electronic Resources, January 15th.
- ◆ Attended Administrative Team Meeting, January 16th.



Local History Services

Stacia Childers, LH Specialist

- Grant Applications:
 - NEH Challenge Grant - \$500,000 awarded for Heritage Center equipment & furnishings
 - NEH Sustaining Cultural Heritage Grants – Application submitted Jan. 30 for \$233,585 for compact shelving, moving archives consultant, Mobile Disaster Recovery unit, and disaster recovery training (ESPL staff and Museum Network); grant awards August 2020
 - NEH PAG – Application for \$15,000 for consultant to organize collections prior to move; development organization management system and finding aids; work with ESPL staff. Will also support a consultant to begin planning for USA250, Semiquincentennial.
- Childers worked with Robert to update software and install new ScanPro Advantage membership licensing on ScanPro 2200
- Childers worked with Zack at eimagdata.com re: AutoScan on ScanPro 2200
- Childers created and posted sign for ScanPro donors
- Childers worked with Accomac and Northampton County DAR chapters on membership and book donations to the Eastern Shore Room
- Childers worked with person doing a project to assign GPS coordinates to all ESVA cemeteries, re: usage, access and possibly making finished project available on ESPL website
- Childers worked with ESVHS re: content in our collections that might assist with their upcoming exhibits on prohibition and moonshine.
- Childers worked with ESVA Tourism Marketing coordinator on providing info/resources for their Black History Month social media
- Childers gave direction to Stephanie for creating Heritage Center email list in ConstantContact during slow times at circ desk
- Childers met with Jazmine re: fine tuning Latimer Collection displays on PastPerfect Online
- Childers worked with Rose Schoof re: MilesFiles glitch

Continuing Education –

1/21 CSB Pop-up Seminar on "Connectivity: Tools of Abuse" attended by Burton, Dahlmanns, Johnson, Rogers

LVA sponsored "Librarians' Guide to Homelessness" 5.5 hour webinar completed by: Burton, Dahlmanns, Felker, Johnson, T. Van Dessel, Walch

Personnel – Staff reviews underway.

Library Associations & Library of Virginia

LVA was contacted regarding naming of new library

1:47 PM
02/04/20
Accrual Basis

Eastern Shore Public Library
Balance Sheet
As of January 31, 2020

	<u>Jan 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	353.66
Sun Trust - Operating	
Liability Reserve	7,337.00
Reserve	9,163.00
Sun Trust - Operating - Other	204,404.29
Total Sun Trust - Operating	220,904.29
Suntrust - Restricted Fund	10,205.57
Total Checking/Savings	231,463.52
Total Current Assets	231,463.52
TOTAL ASSETS	<u>231,463.52</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	2,289.02
Total Accounts Payable	2,289.02
Credit Cards	
Cardmember Services Visa	1,220.78
Total Credit Cards	1,220.78
Other Current Liabilities	
2100 · Payroll Liabilities	779.08
2290 · Anthem, Medical	1,122.59
2300 · Anthem, Dental	118.94
2360 · AFLAC	165.30
Total Other Current Liabilities	2,185.91
Total Current Liabilities	5,695.71
Total Liabilities	5,695.71

1:47 PM

02/04/20

Accrual Basis

Eastern Shore Public Library

Balance Sheet

As of January 31, 2020

	Jan 31, 20
Equity	
1110 · Retained Earnings	-27,445.70
3000 · Opening Bal Equity	95,784.16
Net Income	157,429.35
Total Equity	225,767.81
TOTAL LIABILITIES & EQUITY	231,463.52

MEMORANDUM

TO: ESPLF Board of Directors
FROM: Jay Davenport and Colette Nelson
DATE: February 5, 2020
SUBJECT: Foundation - Trustees Liaison Report

Below is a summary of various committee reports:

New Foundation Board Directors

Two new directors have been added to the Foundation Board. Mr. John Fiege was unanimously added at the Foundation's December 19th meeting and Mr. Al McMath was also unanimously added at the January 22nd meeting. More directors are being sought. We are seeking to add someone from Northampton County, please contact Colette if you know of someone.

Foundations, Grants and Corporate Committee

The committee was successful in its application for a matching grant (Infrastructure and Capacity Building Challenge grant) of \$500,000 from the National Endowment for the Humanities (NEH). This grant will help the library with the interior buildout.

The Foundation submitted a new grant application (Sustaining Cultural Heritage Collections grant) to NEH on January 30, 2020 for \$240,000. This grant is to help the staff prepare the historical collections for the move to the Heritage Center and to assure its availability to the public. NEH is scheduled to make its decisions in August 2020 regarding this grant.

Fundraising Committee

The Fundraising Committee is working on two events -

- 1) Raising the Green (March 14, 2020), tickets are on sale now for \$100.00 each. The Island House will again host this event this year. Preparations for this event are well underway.
- 2) Governor/First Lady Event (Memorial Day weekend as the tentative weekend). We are still in the preliminary stages of planning.

Capital Campaign Committee

This committee continues its efforts of reaching out to donors with letters and thank you's.

Next Meeting

The Foundation will meet Thursday, February 20, 2020 at 9:30 a.m. at the Foundation Office in Onley.