

MINUTES  
BARTLETT PUBLIC LIBRARY DISTRICT  
50<sup>th</sup> ANNIVERSARY COMMITTEE MEETING MINUTES  
SATURDAY, JUNE 18, 2022  
11:00 a.m.

Location: Staff Conference Room, Bartlett Public Library District  
800 S. Bartlett Road, Bartlett, IL

CALL TO ORDER: The meeting was called to order at 11:00 a.m. by Vice President Deyne.

ROLL CALL: Vice President Peggy Deyne and Secretary Trustee Bucaro were present.

STAFF PRESENT: Director Karolyn Nance

GUESTS: Patron Mary Bavido.

TOWN HALL: None.

AGENDA:

**Minutes**

Vice President Deyne made a motion to approve the May 21, 2022 50<sup>th</sup> Anniversary Committee Meeting Minutes. Secretary Bucaro seconded the motion. The minutes were approved.

**Invitations**

This is on hold until we hire a Graphic Designer.

**Time Capsule**

We are going to look into freelancing Andy Neirman to make the time capsule for us.

**Postcards**

This is on hold until we hire a Graphic Designer.

Tentative Dates are:

The save the date postcard will be sent out in mid-July.

The actual postcard will be sent out around the 1<sup>st</sup> of October.

### **Timeline**

Mary is making headway with the timeline.

### **Budget Amount**

The budget has been set at \$13,000.

### **Musician Update/Aiden Balloons**

Karolyn will reach out to Aiden to see if he would like to make Balloon Animals on the day of the 50<sup>th</sup> Celebration.

The committee would like to see if we have a quartet and a flautist scheduled to perform. Mary will reach out to Steve Henricksen.

### **Daily Give-A ways**

The following items and/or services will be offered through “Patron Appreciation Week”:

Sunday: 11/13 Snack day- Cookies by “Rebecca’s Cakes by Design”

Monday: 11/14 Give a 50<sup>th</sup> Anniversary Tote Bag when patrons check out items.

Tuesday: 11/15 Free Fax Day (up to 6 pages)

Wednesday 11/16 Free Gift Lip Balm and Cups

Thursday 11/17 Free Printing (up to 25 pages)

Friday 11/18 Free Gift Bookmarks and Magnets

Saturday 11/19 50<sup>th</sup> Anniversary Party Celebration

Fine Free (up to \$100) will take place between Sunday the 13<sup>th</sup> of November and Saturday the 19<sup>th</sup> of November.

### **Food Donations and Jewel Donations**

Secretary Bucaro is leaning towards Costco for the cake. ½ sheet cakes run \$18.99 versus \$47.99 from Jewel. We will not be doing a filling.

Secretary Bucaro reached out to O'Hare's to ask about Rueben Bites being donated for the party. They are fine with donating Reuben Bites--- she did bring up the subject of insurance --we would have to order and pick up the items vs her being on site--health dept would have to be contacted if she was on site with food. The bites will be smaller than what is in restaurant and we would put the sauce in a squeeze bottle for sanitary purposes. I will check with Peggy V regarding quantity--looking for 500 bites.

Karolyn will check with our insurance company regarding the above question that Peggy V raised about her insurance.

Director Nance will reach out to Dog Father to ask about meatballs being donated for the party.

Vice President Deyne will reach out to JC's and One Taco, Dos Tequilas to see what items she can get donated for the party.

Mary Bavido will reach out to Moretti's, V and V or another pizza place to see what items she can get donated for the party.

Karolyn will reach out to Jewel to see what items she can get donated, specifically water bottles.

### **Proclamation**

Karolyn received an email that the Village will have a proclamation on June 7, 2022 honoring the library for 50 years of service. Vice President Deyne will work with the Village on getting the date pushed back later in the year to be held closer to the celebration date. Just confirmed with Vice President Deyne that the Village has rescheduled the proclamation for Tuesday, October 18, 2022 at 7:00pm.

**Memories@bartletlibrary.org**

This is on hold until we hire a Graphic Designer.

**Historical Programmers (Palmer's Panel)**

Mary Bavido will be reaching out to Mike and Marlene Palmer to do a program regarding the history of the library for some time in Fall.

The Foundation will be hosting a fundraiser by sponsoring an antique roadshow program.

**Stationary**

Vice President Deyne is working with Lara Kabosko in creating thank you notes or stationary that can be used as a fundraiser for the Friends of the Library.

**Scavenger Hunts/Trivia/Buttons**

Karolyn will be reaching out to the Youth and Adult Departments to see if they can create scavenger hunts using a golden ticket theme. She will also be reaching out to the Adult Services staff to have them create decades trivia to be handed out during the weeklong celebration.

We will have the associates make buttons to be worn on the day of event and leading up to the event.

**Jewel Raffles**

We will have 3 \$50 gift cards for Jewel as raffles.

**Backdrop**

This is on hold until we hire a Graphic Designer.

**Directional handout**

This is on hold until we hire a Graphic Designer.

The next meeting is scheduled for Monday, August 22, 2022 at 6 pm.

TOWN HALL: None.

ADJOURNMENT: Vice President Deyne moved to adjourn; seconded by Secretary Bucaro.

Roll Call Vote - Yes: Bucaro and Deyne.

Motion carried. Adjourned at 12:02 p.m.