

BARTLETT PUBLIC LIBRARY DISTRICT  
50<sup>th</sup> ANNIVERSARY COMMITTEE MEETING MINUTES

Monday October 3, 2022

5:00 p.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 6:00 p.m by Vice President Deyne.

ROLL CALL: Vice President Peggy Deyne was present. Secretary Trustee Bucaro was absent. (It was decided to proceed with the meeting as Library Director Karolyn Nance was going to update the Committee on a # of items and no major decisions were being made.)

STAFF PRESENT: Director Karolyn Nance and Youth Services Librarian Sandra Sasal.

GUESTS: Mary Bavido,

TOWN HALL:

None

AGENDA:

**Minutes**

The 50<sup>th</sup> Anniversary Committee Meeting Minutes from August 22, 2022 minutes were tabled until the Monday, October 10, 2022 50<sup>th</sup> Anniversary Committee Meeting.

**Invitations**

The invitations have been completed. They were sent to the following groups of people:

State Elected Officials

Local Elected Officials

Local Organizations

Past Trustees

Illinois Library Association Deputy Director and Board

State Librarian and Director of the Illinois State Library

### **Time Capsule**

Andy Neirman has been hired as a freelancer to complete the work on the time capsule. Andy will be asked to attend the meeting on the 10<sup>th</sup> to finalize the wording for the time capsule.

### **Postcards**

These have been completed. The committee approved the final draft. Director Nance noticed that there was some missing information that needed to be added. She will ask the graphic consultant to update the postcard. The postcard will be mailed out the week of the 10<sup>th</sup> or possibly earlier. An additional 250 will be printed for distribution inhouse.

### **Bookmarks**

These have been completed. A total of 1000 will be printed. These will be dropped off at local businesses, given out at the book sale, the Fire Department Open House and the Halloween Event on the 29<sup>th</sup> of October. Patrons will also receive one as they check out.

### **Timeline**

Mary is making headway with the timeline. She will be working with Sandra and Manny to digitize some of the photos we have to be displayed on the monitors in youth, circ, the lobby and by the main entrance.

### **Budget Amount**

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

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

Karolyn has reached out to Aiden to see if he would like to make Balloon Animals on the day of the 50<sup>th</sup> Celebration. He is confirmed for the 19<sup>th</sup> from 11 to 2pm. His fee will be \$100.

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” Bucaro

Monday: 11/14 Give a 50<sup>th</sup> Anniversary Tote Bag when patrons check out items. (Designed, ordered and completed)

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

Wednesday 11/16 Free Gift Cups (Designed, Ordered and Delivered)

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

Friday 11/18 Free Gift Note Pads (Designed, Ordered and Delivered)

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.

O’Hare’s has been secured.

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

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 closer to the date of the event.

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 closer to the date of the event.

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 did not come to fruition.

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

This has been scheduled for November 14, 2022 in the Meeting Room.

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

### **Stationary**

This did not come to fruition.

### **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 did not come to fruition.

**Tammy Town**

Karolyn will reach out to Tammy to see about her coming out to do Tammy Town on the day of the event weather permitting.

**Directional handout**

Sandra will take the lead on this while working with Karolyn. A rough draft draft should be in place by the meeting on the 10<sup>th</sup>.

TOWN HALL: None

ADJOURNMENT: Vice President Deyne moved to adjourn

Roll Call Vote - Yes: Deyne.

Motion carried. Adjourned at 6:56 p.m.