

MINUTES
BARTLETT PUBLIC LIBRARY DISTRICT
50th ANNIVERSARY COMMITTEE MEETING MINUTES

Monday October 24, 2022

5:45 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 5:45 p.m by Vice President Deyne.

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

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

Mary Bavido was Present.

GUESTS: None

TOWN HALL:

None

AGENDA:

Minutes

The 50th Anniversary Committee Meeting Minutes from Monday, October 10, 2022 were tabled to the next 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

We have started to receive some responses.

Steve Henricksen, the President of the Friends will speak.

Tammy Schultz, the President of the Foundation will speak.

Secretary White is unable to attend.

Kevin Wallace, the Village President has agrees to speak.

Congressman Krishnamoorthi is unable to attend, but offered to send a video greeting or a commendation letter. The 50th Anniversary Committee thought it would be nice if he could send a commendation letter. Director Nance will reach out to his staff to get this in place.

Time Capsule

Andy Neirman was present at the meeting to finalize the wording for the time capsule. The wording will now be as follows:

50 YEARS

Time Capsule

Placed by the Staff and

Library Board of Trustees

Bartlett Public Library District

1972-2022

To be opened in 2047

Since there was a last-minute change to the time capsule wording there will an additional charge.

The measurements are as follows:

Height 16'

Width 21'

Depth 15'

Postcards

These have been completed and will be mailed out around the 10th of November.

Bookmarks

These have been completed and handed out. The last remaining bundle will be handled out at the Halloween events.

Timeline

In lieu of a timeline Mary working with Sandra to digitize photos we have to be displayed on the monitors in youth, circ, the lobby and by the main entrance. We will have a table where the actual photos and articles from the past can be viewed in person on the day of the celebration. The video presentation is 17 minutes long with about 5 seconds per photo.

Budget Amount

Director Nance will send out an updated list of expenditures as of 10/24/22.

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 50th Celebration. He is confirmed for the 19th from 11 to 2pm. His fee will be \$100. Sandra suggested making a list of 5 choices so that the lines do not get to crazy. He is suggesting the following:

snake

sword

heart wand

flower

octopus. He says in his opinion these are a little more exciting and go pretty quickly. He will make a list of the 5 agreed upon so the kids can choose one! He's very excited to be part of the event as the Library is one of his favorite places.

The committee would like to see if we have a quartet and a flautist scheduled to perform. Mary is finalizing the music. It looks like we will have 4 flute players staged in the vending area. Total cost is \$400. They will take a break between 11:30am and 12:00pm while the presentation is occurring.

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 50th 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 50th Anniversary Party Celebration

Fine Free (up to \$100) will take place between Sunday the 13th of November and Saturday the 19th 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. Karolyn will pick up the cake on Friday the 18th.

O'Hare's has been secured.

Dogfather has been secured.

Vice President Deyne will reach out to JC's and One Taco, Dos Tequilas, and North of the Border 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 reported that we have 175 water bottles on site. Peggy will reach out to Jewel to see what items she can get donated, specifically a few more cases water bottles.

Proclamation

The proclamation on Tuesday, October 18, 2022 at 7:00pm in honor of the Bartlett Public Library District celebrating 50 years was nicely done. A big thank you goes out to the Village of Bartlett for acknowledging this special milestone.

Historical Programmers (Palmer's Panel)

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

Scavenger Hunts/Trivia/Buttons

These activities are being finalized.

Jewel Raffles

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

Directional handout

Sandra will take the lead on this while working with Karolyn. A revised rough draft should be in place by the meeting on the 8th of November.

TOWN HALL: None

NEXT MEETING: Tuesday, November 8, 2022 at 6:00 p.m.

ADJOURNMENT: Vice President Deyne moved to adjourn

Motion carried. Adjourned at 5:45 p.m.