

MEETING: LIBRARY EXPLORATORY ADVISORY COMMITTEE
PLACE: Mayville Public Library, 111 N. Main Street

Minutes from October 26, 2018

1. Meeting called to order by chairperson Smith at 12:44 p.m.
Member(s) present: Sue Smith, Shelia Steger, Andrew Shoemaker, Lisa Neumann, Gene Frings, Alixe Bielot, and Pat Antony. Member(s) excused: None

2. Pledge of Allegiance.

3. Citizens Comments. None

4. Shelia made a motion to approve the minutes of the October, 12 2018 meeting. Gene second. Motion carried.

5. Information Updates, Sue updated the committee that she has closing statement on the property and as of October 10, 2018 the land sale is complete.

Sam Teeters has completed the Press Release for the Library Open House and flyer has been sent out to the public schools. Andy will take care of distributing to the private schools. Lisa will contact the local radio station, WMDC. Sue has sent out to the local area newspapers.

Sue also presented the newsletter format that Sam designed. Lee has made the revisions and it will be available on the website and printed copies at the library. Lee will send out to the committee. Committee discussed the newsletter design and format. This is the first newsletter for the library. The committee and library is excited to have this as a new communication tool and very appreciated of the volunteer work by Sam.

Sam will no longer be able to help with the PR for the committee due to her other commitments and schedule. Pat has spoken to a student at the High School, Tyrah Justman who has also helped with graphic designs for other organizations and she would be interested in working with the committee in designing the new library informational brochure. Pat will follow up with her.

6. Open House Planning-

a. T-Shirts, Lisa updated the t-shirts status. All Promotions ordered in a different gray t-shirt since the original color gray shirt was too light. Terry will have the t-

shirts printed by early next week. 50 t-shirts were ordered to receive the price break and no set up charge. The t-shirts will be sold at the library as a fundraiser. The committee discussed what prices to sell the shirts. It was decided that it will be \$12.00 for small to extra-large and \$14.00 for double extra-large. Lisa will make a sign. Terry will drop off the t-shirts when they are done being printed and the committee will be notified so that they may pick them up ahead of time before the Open House.

b. Library History- Sue and Shelia found in the Mayville Library folder the original dedication booklet and other historical articles and photos from the original library. The committee reviewed and Sue and Shelia will have them printed for the public to view.

c. The display boards were presented to the committee, Sue, Gene and Shelia worked on the display boards. They display boards highlight with pictures and texts sections and dreams for the new library. They turned out wonderful. The committee discussed the order for the boards.

It was decided to set up for the Open House on Thursday, November 1st starting at 3pm for those who can help get the room and displays ready.

d. Refreshments- Shelia will order the cake and cookies today. Alixe said they have plates, forks and napkins. Gene will pick up the cake. Pat will be getting the water. It was suggested to see if Mayville Insurance will donate the water.

e. Friends – We will distribute the Friends brochures at the Open House. The Friends group will volunteer as well. Alixe will have a sign made for the new AWE computer, desk and chair donated by the Friends Group.

f. Anything else-Pat will continue to work on the reasons why we need a new library and why it is important for the library to be downtown. Sue suggested the area block for the new library should be called the “Public Square” since it also has The White Limestone Museum, Foster Park. Committee agreed.

7. Citizens Comments – Final Thoughts-none.

8. Next meeting date is Friday, November 9th at 12:30 p.m.

9. Pat motion to adjourn. Alixe second. Meeting adjourned at 1:37 p.m.