

**SPECIAL BOARD MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, MARCH 11, 2025 – 5:30 P.M.
FORTE ROOM
320 PARK AVE, GLENCOE, ILLINOIS 60022**

APPROVED MINUTES

1) CALL TO ORDER:

President Parfitt called the meeting to order at 5:30 p.m.

2) ROLL CALL:

The following Trustees were present: Jim Fiffer, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, Beth Schencker and Nan Weiss-Ham. Present were library management team members Danny Burdett, Becky Halcli, and Andrew Kim, Executive Director. Also present were library staff member Jeff D’Anastasio and Glencoe resident Bob Kimble.

3) ADDITIONS TO THE AGENDA:

There were no additions.

4) PUBLIC COMMENT:

There were no public comments.

5) INTERVIEW—JUST CAUSE CONSULTING:

Just Cause principals Lisa Acker and Nancy Kohn, along with associate Emilie De Angelis via Zoom, detailed their backgrounds, relevant experience, and presented their proposal. They answered questions posed by Director Kim and Board members throughout the presentation.

The “Capital Campaign Proposed Engagement Framework” (supplement) had six steps: 1) Compilation of a Prospect List, 2) Stakeholder Interviews, 3) Campaign Roadmap, 4) Communication Strategy and Campaign Messaging, 5) Donor Cultivation and Solicitation, and 6) Campaign Timeline Snapshot.

6) BREAK:

President Parfitt paused the meeting at 6:40 p.m.

7) CALL TO ORDER:

President Parfitt called the meeting back into to order at 7:07 p.m.

8) ROLL CALL:

The following Trustees were present: Jim Fiffer, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, Beth Schencker and Nan Weiss-Ham. Present were library management team members Becky Halcli and Andrew Kim, Executive Director. Also present were library staff member Jeff D’Anastasio and Glencoe resident Bob Kimble. Library management team member Danny Burdett joined the meeting at 7:23 p.m.

9) INTERVIEW—LAUREN CHILVERS

Lauren Chilvers, doing business as The Fundraising Librarian, detailed her background, relevant experience, and presented her proposal. She answered questions posed by Director Kim and Board members throughout the presentation.

Her document had four components (supplement): I. The Fundraising Librarian, LLC Background and Experience, II. Methodology, III. Timing and Costs, and IV. Authorization.

10) BOARD DISCUSSION

President Parfitt called for a break at 7:58 p.m. and resumed the meeting at 8:03 p.m.

The Director and the Board discussed their impressions of both presentations. They noted contrasts between the scope and methodology of the firms. The proposed costs were also discussed in detail. Consensus was reached to approach Just Cause as the potential library fundraiser selected.

11) ADJOURNMENT:

President Parfitt adjourned the meeting at 8:40 p.m.

Respectfully submitted by Jeff D'Anastasio