



**Fund Development Committee Meeting
December 18th, 2025 12:00 PM**

The Fund Development Committee met via Zoom on Thursday, December 18th at 12:00pm. The meeting was officially called to order at 12:03pm. Present were Tai Nixa Peterson (Committee Chair), Hunter Thiers, and Sarah Swift. Also present were), Dan Groberg (Executive Director), Carrie Cleveland (Development Manager), and Stacy Brown.

The agenda was approved by consent. Peterson moved to approve the November Meeting Minutes, Thiers seconded. Motion carried.

Cleveland presented the development report. We are doing really well with donor retention and new donors for this fiscal year. Our end-of-year appeal has garnered about \$89,000 which is up around \$5,000 from last year. Total for Giving Tuesday alone was about \$15,000. Cleveland is planning to get one final appeal out before the end of the year. Groberg and Cleveland have discussed involving the FDC in thank you calls to donors. Peterson suggested it might be nice to write thank you notes for a certain donation amount and then doing calls for the amount above that. Brown suggested having some bullets as to what the conversation should cover and perhaps eliciting suggestions from donors. Peterson added that some bullets on the donor's info such as how many years they have been giving, etc. would be helpful.

The discount on the book shop has increased sales, but we may need to do more promotion on the sale to garner more funds. We will need to replace the sign up front soon and it might be nice to include the book shop on the sign. Brown said perhaps we could run a scavenger hunt that include the book shop.

Groberg provided updates on municipal funding. Montpelier and Worcester petitions have been turned in. We have collected enough Middlesex petitions and we need to get them in. We are still trying to collect enough signatures in Berlin. Peterson said that she has posted the petition at Green Mountain Fitness. Calais approved level funding for KHL, which Jeff Dean (Vice President of the Board) plans to appeal. We are waiting on East Montpelier's decision which is not expected until January.

The library capital improvement grant application is live. It looks promising, but we may have some difficulty with the ratings based on population served. The capital needs assessment will be completed in time for us to complete the application and should help us identify our needs.

The next meeting of the full Board will be January 21st at 5:00pm in person. The next meeting of the FDC will be on January 15th at 12:00pm via Zoom. The meeting was adjourned at 12:35pm.

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