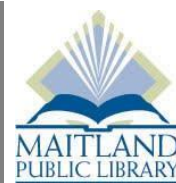


**Maitland Public Library Board of Trustees**  
Endowment Committee Workshop

Wednesday, November 2, 2023  
6:00 pm



ATTENDANCE: The following members were present: Mr. Bob Allen, Ms. Kristen Johnson, Ms. Maria Hannon, Ms. Mary-Jeanine Ibarguen

- Staff Present: Ms. Jenn Bishop, Executive Assistant
- The following members were not present or excused: 0
- Members of the public attending: 0

MEETING CALLED TO ORDER AT 6:08 PM by Ms. Ibarguen, Committee Chair

- Discussion was held on status and future of the current Endowment Funds. There are \$72,910 in Principal Funds, under 59 Honorarium and Memorial Fund names. The interest earned since their beginning is currently at \$96,268, which the library is actively spending per the wishes of the original donors.
- Nine of those donors had narrow restrictions on their subject matter requests. Ms. Bishop made a reasonable effort to contact these donors and succeeded in getting permission to broaden which book subjects may be purchased with these funds.
- We discussed how to direct the future of the donation program. The previous endowment pamphlet will be retired and replaced with a single bookmark style, 2-sided flyer. Language of styles were suggested and Ms. Bishop agreed to create an example to present to the full board.
- The card can influence the language used on the new website, and it can be edited to include a QR code that links to the *Donations* section of the new website. Winter Park Library's donations page was cited as a reference.
- Further discussion lead to questions about how donations can be submitted to the library. For example: could credit card donations be made on the new website. While we are still in the old library, there is not room for new books, but donations could be used for electronic media and programs.
- We discussed book plates. They are used on a case-by-case basis, depending on the nature of each donation.

MEETING ADJOURNED at 6:45 pm. Minutes submitted by Mary-Jeanine Ibarguen.