

# Meeting Minutes

Date: 6-1-05

To: Donna Bachowski, Ernie Jaeger, James Marcum and Joanne Roukens

From: Pat Lawson

RE: HRLC Funding and Resource Development Taskforce

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Here are the minutes from the meeting of the HRLC Funding and Resource Development Taskforce meeting on April 21<sup>st</sup>, 2005.

Present: Ernie Jaeger, Donna Bachowski, Pat Lawson, and Joanne P. Roukens

Absent: James Marcum

## Action Reports

Pat: "Beyond the Book Sale" highlights submitted by Task Force members have been collated and are on the Task Force page of the HRLC web site as a member resource.

Also posted there is the Grant Seeker's Bibliography, including resources identified so far by TF members; we will seek other resources. The manual The Library's Contribution to the Community will be out in its second edition in 2005. Ordering information is in the Bibliography; recommend HRLC purchase as a resource. Passed around draft of HRLC Member Survey to collect information on "under the radio" regional grant givers.

Ernie: Passed around a Webliography researched by North Plainfield School District librarians of literacy grants available in New Jersey. We will add these resources to the Bibliography (perhaps split the print and nonprint resources?)

Presented a Draft Survey for school librarians, patterned after the annual "New Jersey Public Library Survey". Participation would be voluntary. The results would be collected and posted as a resource on the Task Force web page, and could be used to develop a workshop. The results can also be used in benchmarking, and used individually or collectively to develop a case for funding.

Joanne: Has looked into ways in which State Library can help the Task Force in its work. Spoke with Norma Blake; while Carol Yoes't's mandate is to seek funding for the State Library itself, Norma suggested we follow up on a project of Neptune Public Library, where the library placed a dollar value on some of its services. Joanne distributed a handout on the project.

She also distributed information on a Web Junction self-guided online course titled "Demonstrating Impact", available at [www.webjunction.org/do/Home](http://www.webjunction.org/do/Home). This in itself could make a very useful workshop.

Has spoken with Karen Novick of Rutgers SCILS, an expert grant writer. Karen would be willing to do a workshop, which would be a good product for this Task Force. We discussed workshop topics, and agreed that a need of grant writers is advice on "how to deal with 'no'".

: HRLC Marketing and Public Relations Taskforce

In addition to our other products, we will put our minutes on our web page after they are approved.

**TO DO LIST:**

JR – Talk with Library Development Bureau with a view to funding a workshop on communicating the value of library services to library funders. Within the Region, work on a grant writing workshop with Karen Novick.

DB – Look into Web Junction and the “Demonstrating Impact” course as the basis for a workshop.

PL – Send grant survey to HRLC members; report on Task Force activities at the Annual Meeting.

JM – Collect grant resources for academic libraries.

EJ – Continue with school library survey and grant bib- / web-liography.

**Next meeting – Monday, June 13, 2005, 10 am – 12 noon at the HRLC office.**