

Friends of the Library ~ Project Check List

status as of 6 Mar 07

1	Objective	Project	Lead	Status / Next Steps
2				
3	Develop a comprehensive plan for redecorating the Library	Condition/needs assessment	Nancy team	completed
4		Space usage plan		
5		Color/materials plan		
6		Action plan	Nancy team	projects for centennial approved as below
7				
8	Do a decorating project for the Centennial	Switch upstairs rooms	Nancy team	getting cost estimates
9		Redecorate main reading room	Nancy team	getting cost estimates
10				
11	Plan the Centennial celebration	Determine events	full board	finalized and approved
12		Set schedule for year	team	finalized and approved
13		Plan events	full board	target = committees in place by June
14				
15	Develop ideas for fund raising	Evening with Andrew Carnegie	Wendy team	set for 5/5 at Metcalf Hall
16				agenda/program for evening completed
17		Silent auctions	Nicole team	next one is at Evening w/ AC
18		Used book sales	Claudia &	next sale is on April 21 (MC Rummage Day)
19			Wendy	
20		Grant options		info on hand; team leader needed
21		Spring Fling		no for this Spring (maybe later)
22		Quilt Sale	Karen	determining feasibility for this Fall
23		Library note cards	Claudia	500 on order
24				
25	Work through the Director's wish list	Electric fireplace	Joan	search continues for suitable insert
26		Librarians' plaque	Barb	completed
27				
28	Go active with our web site	Develop & implement new web site	Lou	completed
29		Use, test, recommend additions	full board	completed
30		Update as needed	Lou	ongoing and regular; developing log sheet
31				
32	Expand our membership			unassigned
33	Develop a list of community events we can tie in with			unassigned
34	Hold a social event for the community			unassigned
35	Provide the Library with new/more technology			unassigned
36	Get a movie license & DVD player and host family movie nights			equipment purchased
37				