



## **Development Advisory Committee**

Revised January 2020

### Overview:

Less than 30% of the Library operating budget comes from the Towns of Stonington and Groton and from the State of Connecticut. That means over 70% of those funds have to come from our community of givers. It is critical for long term financial stability to expand the Library's donor base, therefore, fundraising must be a major focus.

### Committee Purpose:

- Provide leadership and support for the Fund Development Plan, created by the Development Director
- Provide connection to donors and potential donors
- Raise awareness in the community of the needs for the Library

### Committee Chair Responsibilities:

- Works with the Director of Development to plan agendas and meetings
- Leads Development Advisory Committee meetings
- Supports the implementation of the Fund Development Plan
- Encourages active participation from Committee Members and Board of Trustees
- Suggests new volunteers to join the Committee

### Member Responsibilities:

- Be a Library Ambassador in our community
- Introduce potential new donors to the Library and Director of Development
- Make thank you calls to donors, when needed
- Write personal notes to friends and colleagues with our annual appeal
- Suggest foundations/organizations for grant/major gift support
- Invite Library Director or Director of Development to community events
- Provide support during town budget meetings
- Suggest ideas for engagement opportunities in the community

### Scope:

Collaboration and Support