LIBRARY FOUNDATION COMMITTEES

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Cedar Park
Public Library Foundation

CedarParkBooks.org



Committee Objectives

Friends	Encourages sustainable living by repurposing books and other materials donated by the public, turning them into treasures for new owners through the in-library bookstore and annual book sale events.
Development	Cultivates and deepens relationships with donors by identifying their preferred communication and love languages and exploring their connection to the org. Works with the Events team on an annual appreciation event.
Marketing	Focuses on branding and storytelling to effectively communicate our purpose and align it with community interests through a monthly newsletter, website, and social media. Works with the Fundraising team to provide messaging that encourages ongoing support.
Fundraising	Finds the best match between prospect/donor interest and current library needs through identifying, qualifying, and researching supporters. Works with other committees and provides tools and a plan to make the ask, follow through, and build relationships.
Events	Introduces supporters to the cause through fun, engaging events, specifically one annual fundraiser and one donor appreciation event. Responsible for a comprehensive event process from concept to completion, including goal setting, logistics, budget management, and guest attendance.

Committee Contact Information

Friends Chair: friends@cedarparkbooks.org	**Development Chair:** development@cedarparkbooks.org	**Marketing Chair:** marketing@cedarparkbooks.org
Fundraising Chair: fundraising@cedarparkbooks.org	**Events Co-Chairs:** events@cedarparkbooks.org	**Executive Director:** director@cedarparkbooks.org

Committee Meetings

Most meetings can be joined virtually or in person at the library.

Committee	Day/Time
Friends	1st Monday at 12:30 p.m.
Development	1st Tuesday at 1 p.m.
Marketing	2nd Tuesday at 10:30 a.m.
Events	2nd Tuesday at 2 p.m.
Fundraising	3rd Tuesday at 12 p.m.

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Skills Checklist

- [ ] Genre Literacy, Condition Grading & Tactile Cleaning
- [ ] Space Management & Merchandising
- [ ] Event Management, Coordination & Attention to Detail
- [ ] Networking & Connecting
- [ ] Active Listening & Communication
- [ ] Research & Prospecting
- [ ] Storytelling, Branding & Connecting with Diverse Audiences
- [ ] Reliability, Self-Motivation & Authenticity
- [ ] Passion for Amplifying the Library's Impact & Empowering the Community

Volunteers in Action







