**Development Advisory Committee**

*Adopted January 2020*

*Revised March 2023, September 2024*

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 Fundraising Coordinator;
* Provide connection to donors and potential donors;
* Raise awareness in the community of the needs of the Library.

Committee Chair Responsibilities:

* Work with the Fundraising Coordinator to plan agendas and meetings
* Lead Development Advisory Committee meetings
* Support the implementation of the Development Plan
* Encourage active participation from committee members and the Board of Trustees
* Suggest new volunteers to join the committee
* Act as a liaison between the Development Committee and the Board of Trustees to communicate goals, progress, and success of fundraising events.

Member Responsibilities:

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

Scope:

Collaboration and Support