

Rotary Club of Richfield, Minnesota

Planning Meeting - Little Free Library Project

February 7, 2019

President Kirsten Nelson and Jay Clark outlined tentative plans based on their preliminary discussion and invited feedback and suggestions from club members.

Timetable

Late April / Early May

- Pre-cuts by Kirsten, Jeff (K's husband) and Jay – Precise date TBD - no other volunteers needed
- Three weeks prior to Build Day - Publicize the LFL Project and solicit applications to obtain a LFL. Publicize on Richfield Community Page, the Richfield Sun Current, the Richfield Rotary Facebook page, and the Richfield Rotary webpage.

May 11 - Build Day

- Between Build Day and Installation Day, send the LFL home with the recipients so they can store in between.).
- May add a second day, e.g. May 10-11 or 11-12, depending on the size of the space for building.
- Kirsten suggests that we stagger the times for volunteers to come, e.g. 2-hour shifts - to avoid having too many people at one time.
- Optional locations for Build Day include the covered picnic area of Veterans Park, Richfield Community Center, and a double car garage in the St. Paul / Highland Park area. HaeKyung will check with a scout colleague, Ryan Smith, who lives in Richfield and has a large garage / workshop.
- The consensus was that Ryan's space would be optimal. As a thank you, perhaps we could provide him with a Rotary / Scout themed LFL.

June 1 - Installation date

- HaeKyung will post on Scout sites for older scouts to help.

Criteria for Selecting LFL Recipients

- First come / first served
- At least a two-block radius in between. Random drawing if multiple in the same area.
- Must be available to help on build day. (Exception if disabled, but send a proxy if possible)

Determining who receives the DeLuxe LFL

- Do a drawing on Build Day - Film the live drawing with people building in the background.
- Names in the drawing would include all volunteers, individuals who donated materials and / or money, and new members

Other Details

- Kirsten has found a source for laser engraved signs on brass for \$10.00 each. The signs will have the Rotary emblem and say "Sponsored by Richfield Rotary"
- The cost of registering the LFL is between \$39-45. Recipients are encouraged to register the LFL, at their own expense.
- HaeKyung offered to contribute proceeds from the Scout Pinewood Derby (estimated at \$200) to help defray the cost of registering the LFLs.
- District 5950 grant funds have been disbursed for 2018-2019. However, DG Irene Kelly may have some discretionary funds to contribute to the project. She will let Kirsten know within the next month. If funds are available, Kirsten will request \$1500, including the cost of registration.
- The club authorized Jay to start procuring supplies.
- Jay will develop a specific list of acceptable items for donation.