

MINUTES  
Revenue Enhancement Committee  
Southern Tier Library System  
August 9, 2011

Present: Dale Wexell, Chairman, Maija DeRoche, Bonnie Weber,  
Ristiina Wigg

The meeting was called to order at 9:35am by Dr. Wexell.

- 1) Minutes of the previous meeting were unanimously approved
- 2) The time for monthly meetings was changed to 1:30pm on the Tuesday before the monthly Foundation meeting

3) Vehicle Update

Sherry Collins talked with salesman Randy March who said he would watch for a vehicle that would meet our needs.

Rusty Wigg left a message with Tara Rockwell regarding purchase of a delivery van.

STLS will not need to purchase a vehicle in 2012; the committee will work on strategy for 2013.

4) Grants for STLS

Committee members discussed Federal Institute for Museum and Library Services (IMLS) grants and possibilities for applying to local foundations. The committee plans to submit a local application October/November.

Local library support – every library is an important part of its own community. With restrictions on property tax funds, libraries will benefit from an umbrella organization that is able to raise funds on their behalf. Libraries help everybody, especially in tough economic times.

Grants to help get new technology into rural communities might be a possibility, for example eBooks and eBook readers.

Next Committee meeting – September 6, 1:30pm, STLS

Respectfully submitted,  
Ristiina Wigg

MINUTES  
Revenue Enhancement Committee  
Southern Tier Library System  
September 6, 2011

Present: Dale Wexell, Chairman; Maija DeRoche, Denise King,  
Pat Selwood, Bonnie Weber, Ristiina Wigg

The meeting was called to order at 1:35pm by Dr. Wexell.

On behalf of the STLS Policies committee, Sherry Collins presented a draft gift acceptance policy. The Revenue Enhancement committee discussed

- Application of the policy to library materials such as books, and to goods in general (tables, computers, etc)
- Whether STLS would wish to accept donations directly or encourage donors to fund the foundation
- Disposal of such gifts as real property, stocks, bonds
- Various wording changes

Sherry will rewrite the policy for further consideration.

Fundraising mail campaign by the end of the year

- Targeted mailing conducted by STLS on behalf of the Foundation
- 500 - 600 letters, including trustees of member libraries
- Ask foundation board members to add names of people who could contribute \$100 and up
- Ask STLS Board members to provide similar names
- OR buy a list

Pat Selwood said that informally identifying people would work just as well. Foundation and STLS board members will be asked to write a personal note on the form letters

- The mailing will be part of the Foundation introduction process  
Opportunity to say “this is what we are doing ... We are asking for your help... investment in future”  
Sending a mailing to the very organizations that will benefit from a successful Foundation – “wanted you to have the opportunity to invest in your future... Opportunity to become charter donors”

Bonnie Weber asked if member library trustees would say, “Hey, wait a minute...” Denise King suggested that the Committee, Foundation, and STLS Board need common talking points spelling out Foundation purpose.

- Be ready for a November mailing; put it together in October

Next year decide whether STLS needs to continue with Revenue Enhancement Committee, or meet less often.

**Next Meetings: October 4<sup>th</sup>, 1:30pm. November 1<sup>st</sup>, 1:30pm. at STLS**  
Respectfully submitted: Ristiina Wigg