

MINUTES  
Revenue Enhancement Committee  
Southern Tier Library System  
January 4, 2010

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

The meeting was called to order at 9:15am by Dale Wexell.

Committee members discussed the by-laws for the Foundation, including a statement covering any Bylaw provision that might be to contrary to law. This provides for changes in law.

The Revenue Enhancement committee expects to evolve into a new committee once the Foundation is created. New responsibilities will include:

- Acting as liaison committee with the Foundation
- Assisting the Foundation with fundraising in the first year  
    The Steering committee will need to find other resources for fund raising, including volunteers
- Finding and applying for grants
- Soliciting donations or funding for overall needs – delivery vans, equipment, etc
- Develop a strategic plan – STLS five-year plan as required by the Division of Library Development
- Consider a board orientation on system planning

Recruiting the Foundation Board. It would be helpful if Foundation trustee expertise included:

- Financial management
- Experience in developing a financial strategy and fundraising plan
- More Foundation trustees will need to be recruited to carry out action steps
- The proposed bylaws spell out committee responsibilities

Applying for incorporation for the Foundation. Solicit pro bono legal assistance and verify requirements with New York State Education Department and the Department of State/

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Some steps in proposed timeline:

April – identify 3 or 4 people or organization to ask for donations

June – dissolve Steering Committee

2011 solicitation for delivery Van. Rusty to update STLS brochure with statistics: 48 communities served in 5 counties, # drivers, # vans, etc . Sherry will spearhead the requests for reduced costs for new or low-mileage used van.

**Next meeting will be February 1<sup>st</sup>, 9:30am, STLS service center.**

Respectfully submitted,

Ristiina Wigg