

FOUNDATION FOR SOUTHERN TIER LIBRARIES
Trustees Meeting – November 2, 2011 – Minutes
Southern Tier Library System Service Center, Painted Post, NY

Members Present: Dorothy Martelle, Mickey Martelle, Peter Gamba, Judy Phillips, Dale Wexell, Paul Webster.

Observers Present: Maiija DeRoche, Mary Bacalles, Denise King

Chairman Dale Wexell called the meeting to order at 4:38 p.m. and a quorum was present. There were no minutes of the October meeting as that scheduled meeting did not have a quorum for official business.

Chairman Wexell reported that he had heard from an SED insider that the Board of Regents had granted approval for foundation incorporation. Official notice would be forthcoming in 3-4 weeks per their usual practice. Upon that confirmation, the Foundation will immediately file for 501(c)(3) status with the Internal Revenue Service.

That status will allow tax-deductible donations.

Trustee Webster indicated that he would forward information regarding the implementation of a financial structure and policy development to trustees for review and discussion at the December meeting.

Chairman Wexell reported on the distribution of Foundation brochures and donor cards (funds go to STLS for the benefit of the Foundation) at the STLS Annual Meeting. A brief overview of the Foundation was also presented to the assembly. He also noted that a number of donations were made at the meeting and those donors were eligible for a number of award drawings made that evening.

Chairman Wexell provided an update on the STLS mailing solicitation in mid-November for the benefit of the Foundation. Trustee Gamba reported that in soliciting potential donors to be included in the mailing he received feedback from his Library trustees that there was reluctance to donate to the Foundation in lieu of their own library. It was noted that this discussion had been ongoing even in the Steering Committee that drove the formation of the Foundation. This will always be a factor and it will be the task of the Foundation to properly market the Foundation as a resource for all libraries in the system. The Foundation also intends to eventually supply small grants to individual libraries to respond to their individual service needs.

Chairman Wexell also suggested that the Board discuss the subject of instituting a major Capital Fund Campaign to retire the debt of STLS, to provide a Capital Fund for the benefit of STLS and member libraries, and some funds for STLS program growth.

This would be the first major fund-raiser for the Foundation. Retiring the STLS debt would increase annual funds available to the STLS by about \$ 50,000. Wexell noted that the Board needs to make a timely decision on this concept to provide for the 6-12 effort in planning and Phase I Major Donor Campaign. Trustees agreed by consensus that the discussion would thence be held.

The next meeting of the Foundation Trustees was set for 4:30 p.m. on Wednesday, December 7, 2011 at the STLS Service Center.

Respectfully submitted,
Dale R. Wexell (Secretary Pro-Tem).

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Members Present: Bonnie Weber, Paul Webster, Dale Wexell,

Observers Present: Mary Bacalles, Denise King

While there was no quorum, the following topics were reviewed:

The letter to potential donors drafted by the Publications committee (Bonnie Weber, Denise King, and Judy Phillips) will be sent out in November to:

- Trustees of STLS member libraries and reading centers
- Potential donors suggested by STLS trustees
- Potential donors suggested by Foundation Board members
- Previous STLS trustees and contacts

The package will include: STLS brochure, Foundation brochure, Solicitation letter, Contribution card, Addressed return envelope

The letter will be sent on STLS letterhead, and contribution checks will be made to STLS, until the Foundation obtains 501(c)3 status. STLS will fund these activities with contributions made to establish the Foundation

In the meantime the Publications Committee will work with the STLS Advocacy Committee to develop a Foundation talking point sheet or card for Foundation Board members and STLS trustees and staff.

Foundation Board members are asked to verify their attendance for quorum count by the Tuesday before each meeting. In the event a quorum is not available, the meeting will be rescheduled.

Respectfully submitted,
Ristiina Wigg