

SUN PRAIRIE PUBLIC LIBRARY FOUNDATION

BOARD OF DIRECTORS

Review/approval of Foundation policies/procedures
Appointment of board members
Selection of board officers
Approve annual operating budget

EXECUTIVE COMMITTEE

Day-to-day governance
Manage vendors that provide services to the Foundation
Recommend changes to bylaws
Approve the purchase of items needed for the Foundation

Finance Committee

Manage investments
Prepare annual operating budget
Perform audits/annual review
Calculate/confirm annual contribution to Library

Recruitment Committee

Recruitment/recommendation of new board members
Recruitment of committee members
Ensure job description and related materials are up to date
Develop and administer the orientation process
Succession planning

Individual Giving Committee

Review existing annual giving campaign
Create different levels of giving (Societies)
Plan/hold recognition events
Promote the annual giving campaign

Goal 1: Design the 2019 Annual Campaign
Goal 2: Plan enhanced campaign for 2020

Special Event Committee

Analyze existing events for cost/benefit
Propose future special events
Coordinate special events

Goal 1: Analyze existing events:
Book'n It Run
Gala
Goal 2: Recommend changes for 2020
Goal 3: Plan new special events

Goal 1: Fill the existing board (19 per bylaws)
Goal 2: Grow the board by 2-4 new members in 2019
Grow the board by 2-4 new members in 2020
Grow the board by 2-4 new members in 2021
Goal 3: Develop an orientation program
Goal 4: Recruit non-board members to committees