

**OLA Revenue Development Task Force Terms of Reference**

**Mandate:**

The Revenue Development Committee will assist the Board of Directors in fulfilling its revenue development oversight responsibilities, to support the achievement of the mission, vision and strategic plan.

**Responsibilities / Objectives:**

* Review current revenue development structure, committees and practices of the association for efficiency, effectiveness and relevance
* Review current revenue streams and budgets
* Investigate new revenue opportunities
* Develop guidelines for how projects and initiatives are funded by the association
* Develop guidelines for evaluating revenue development opportunities

**Deliverables:**

The committee will present to the OLA Board of Directors recommended guidelines for funding and evaluating revenue development opportunities, and recommendations for revised and/or new revenue development opportunities.

**Composition:**

The Revenue Development Task Force shall be comprised of:

* OLA Treasurer, Chairperson
* OLA Past Treasurer
* OLA Past President
* OLA Vice-President / President Elect
* OLA Vice-Presidents, or a nominated member, of each Division
* OLA Manager, Operations, ex-officio
* OLA Executive Director, ex-officio
* External resource as needed

**Resources and Budget:**

Teleconference requirements, with at least one face-to-face meeting.

**Timelines:**

June 2015: Committee Terms of Reference submitted to OLA Board of Directors

September 2015: Initial report submitted to OLA Board of Directors

November 2015: Final report submitted to OLA Board of Directors.

**Type of Committee:**

* Task Force – time-limited tasks on a specific topic

**Term of Appointment**

The committee shall be disbanded on the delivery of a final report with recommendations.