

Memorandum of Agreement

Between

The Wethersfield Library Board and the Friends of the Wethersfield Library, Inc.

The Wethersfield Library Board recognizes the important value of the Friends to the health of the Wethersfield Library.

The Friends of the Wethersfield Library, Inc. exists as a non-profit organization which is separate from the Wethersfield Library Board. The Friends recognizes that the administration of the Wethersfield Library is the responsibility of the Library Board.

The goal of the Friends of the Wethersfield Library, Inc. is to provide appropriate support of the Wethersfield Library in the attainment of its designated goals.

Finances

All funds of the Friends shall be deposited in a separate account and shall be disbursed by the Friends according to its by-laws. The Friends consider requests for funds made by the Library Director.

Meetings

The President of the Friends of the Wethersfield Library, Inc. will serve as an ex-officio, non-voting member of the Wethersfield Library Board, and will attend meetings of the Library Board and receive Library Board mailings. Meetings of the Library Board are open to all members of the public.

The Library Director will serve as an ex-officio, non-voting member of the Friends Board and will attend meetings of the Friends Board and receive Friends Board mailings. A member of the Library Board is invited to attend all meetings of the Friends Board.

Membership

All members of the Library Board and the Library Director are strongly encouraged to be members of the Friends but shall not hold office nor serve on the Friends Board while they are members of the Library Board.

Library staff are encouraged to become members of the Friends but shall not hold office nor serve on the Friends Board while they are a member of the Wethersfield Library staff.

The Friends of the Library shall share their membership list with the Wethersfield Library Board.

Support and Supplies

The Library will provide limited storage space for the supplies and archives of the Friends. The Friends are responsible for maintaining their archives.

All postage costs of the Friends, including mailing the Friends newsletter, shall be paid for by the Friends.

The Friends provide most of the clerical support for their activities: mailing agenda and minutes, processing membership applications, maintaining files, etc.

The Friends of the Library are welcome to use the Library photocopy machine for Friends business.

Other than photocopies, the Friends provide their own supplies, paper goods and refreshments.

Fundraising

Fundraising efforts of the Friends are directed at funding current programs and projects of the Library.

Fundraising efforts of the Library Board are focused on the long-range goals of the Library.

Advocacy

The Friends support the Library Board goals, policies and budget requests.

Reviewed and accepted by the Wethersfield Library Board
January 21, 2008

Reviewed and accepted by the Friends of the Wethersfield Library Board
April 9, 2008