

LONDON PUBLIC LIBRARY POLICY

Title of Policy: Friends of the London Public Library
Policy Type: Means
Policy No.: M-102

Effective Date: April 25, 2019

Review: April, 2023

PURPOSE

The purpose of this policy is to establish the conditions under which the Friends of the London Public Library (“the Friends of the Library” / “the Friends”) is established and operate

DEFINITIONS:

Friends Volunteers means people who voluntarily extend their services to actively support the Friends of the Library, without receiving remuneration and who are officially accepted and enrolled by the Friends.

POLICY STATEMENT:

The Friends of the Library may only be established and operate with the approval of the London Public Library (“LPL”/ “the Library”) Board.

The organization, purposes, executive, membership, and operations of the Friends of the Library are governed by the Constitutions and Bylaws of the Friends, as approved by the Library Board. All amendments and changes to the Friends Constitution and Bylaws are subject to Library Board approval.

The relationship between the Friends of the Library and the Library is:

- The Library Board is responsible for Library policy, strategic planning, setting of goals and objectives, and operations.
- The Friends supports and furthers the goals and objectives of the Library through its activities and projects.
- The Friends will be task-oriented, with tasks related to particular projects, fund-raising activities, or special situations.

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The Friends' purposes are to:

- Promote and publicize library services in the community,
- Advocate for the Library at local levels of government,
- Recruit members, and
- Fund-raise.

All fund-raising and other projects of the Friends, including volunteer activities, require the prior approval of the CEO or designate.

The Library Board is not obligated to carry forward suggestions, recommendations or proposals of the Friends.

One Library Board member and the CEO or designate will sit on the Executive Committee of the Friends as non-voting members.

Donations to the Library from the Friends will focus on non-core service enhancements and other items that are not addressed in the Library's operating budget.

Friends' Volunteers will be trained and managed in consultation with Library Administration and in accordance with the Library's volunteer policies and guidelines, and best practices for volunteer services.

The Friends of the Library, through the Board representative, will report to the Library Board on a regular basis.

The Library CEO will determine an appropriate level of resource support to the Friends, including:

- Library staff support as advisors, personnel support to projects and events, or other appropriate roles for specific Friends initiatives and
- Library facilities and equipment support (including office space, photocopying, furniture and equipment, etc.).

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The Library Board shall not be liable for debts or obligations of the Friends except by prior agreement.

INQUIRIES:

CEO & Chief Librarian

KEYWORDS:

RELATED DOCUMENTS:

DOCUMENT CONTROL:

Approved: June 17, 1992 (L92/54.5)
Reviewed: February 21, 2007 (L07/12.4)
Reviewed: April 28, 2011 (L11/29)
Reviewed: April 23, 2015 (L15/27)
Reviewed: April 25, 2019 (L19/23.5)