

Memorandum of Understanding
Friends Of Oskaloosa Library (FOOLs) and the Oskaloosa Public Library Board of
Trustees (Board)
Established January 2025

Financial:

- **The Board** agrees to share with FOOLs the library's strategic initiatives at the beginning of each fiscal year and discuss with FOOLs how their resources and support could be of assistance.
- **The Board** agrees to supply the FOOLs with a "Wishlist" each year that indicates anticipated needs for FOOLs support.
- **The Board** agrees that any request of FOOLs funding for capital outlay projects, \$500 or more, will result in the formation of an ad hoc advisory committee consisting of a Board member, a FOOLs member, and the Library Director.
- **The Board** agrees to report to FOOLs each year on how FOOLs funding was utilized.
- **The FOOLs** agree that any monies raised will be spent for library programs and activities including support of the Book Fools Bookstore, unless otherwise agreed to by both the Board and FOOLs.
- **The FOOLs** agree to provide the board with a report on fundraising activities.
- **The FOOLs** agree to provide the Board with annual plans to support the library's strategic initiatives and "Wishlist".

Staff Support:

- **The Board** agrees that the library website will include FOOLs information and promotions.
- **The Board** agrees that library staff or Board members will assist FOOLs with website, Facebook, and other social media postings; any mailings that may need to occur; press notices, and other promotional materials.
- **The Board** agrees to provide public space for FOOLs promotional materials.
- **The Board** agrees to provide library space as available to host events and fundraising activities.
- **The Board** agrees that library staff should mention FOOLs to patrons who are obtaining a new library card and ask if they would agree to be placed on the FOOLs mailing list.

Volunteer and Community Involvement:

- **The Board** agrees to notify FOOLs of opportunities or needs the library may have for volunteer support.
- **The FOOLs** agree to solicit volunteers to support various activities and needs of the library, as appropriate.
- **The FOOLs** agree to publicly support the library and its policies, and to engage in advocacy on behalf of the library.

Donations:

- **The FOOLs** agree that the library administration has the final say in accepting or declining all gifts made to the library.
- **The Board** agrees that the library will give the FOOLs Book Store the right of first refusal for all books being culled that are ready to be donated. Staff will notify FOOLs when books are ready, and FOOLs will remove them in a timely fashion.

General Operations:

- **The FOOLs** agree to maintain a nonprofit organization of interested persons to advance and encourage appreciation, understanding, enjoyment, and public use of the education and cultural facilities of the library.
- **The FOOLs** agree to cooperate, when appropriate, with other groups to support the library's mission and plans.
- **The FOOLs** agree to include a member of the library's administration or board as a non-voting presence at all Friends meetings, with space on the agenda to report.
- **The Board** agrees to include a member of FOOLs as a non-voting presence at Board meetings, with space on the agenda to report.
- **The FOOLs** agree that if they cease to actively fundraise and promote the library, they will disband to allow for a new Friends group to be developed in the future, and any assets will be distributed to the Oskaloosa Public Library.

Signed by:

Margaret Fast

Name (print):

Margaret Fast

Friends of Oskaloosa Library Board President

Date:

1/29/25

Signed by:

DS Bond

Name (print):

Douglas S. Bond

Oskaloosa Public Library Board of Trustees President

Date:

29 Jan 2025