

MEMORANDUM OF UNDERSTANDING

Community Friends of the Georgia Public Library

and the Georgia Public Library

June 27th, 2026

The following will constitute an operating agreement between the Community Friends of the Georgia Public Library ("the Friends") and the Georgia Public Library ("the Library"). It will stand until and unless it is modified by mutual agreement of the Friends Executive Board and the Georgia Public Library administration. The Friends' mission is to raise money and public awareness in the community to support the services and programs of the Library. As a nonprofit, 501(c)(3) organization, however, it is a legally distinct entity and is not a part of the Library.

The Library Agrees To:

- Include the Friends in the long-term planning process to ensure that the Friends are aware of the goals and direction of the Library.
- Share the Library's strategic initiatives and discuss with the Friends how their resources (financial, physical support, and community advocacy) can help advance them.
- Supply the Friends with a "wish list" that indicates the anticipated financial support, physical support, and community advocacy needs of the Library.
- Provide the Friends with staff support to assist them with development of the newsletter, mass mailings, meeting coordination, and Friends promotional materials.
- Provide public space for Friends membership brochures and promotional materials and to collect/store money on behalf of the Friends if necessary.
- Provide the Friends with space in the Library for book storage and sorting, book sales, and office needs.

The Friends Agree To:

- Publicly support the Library and its policies.
- Include a member from the Library's administration as a non-voting presence at all Friends' meetings and to allow room on the agenda for a Library report.
- Make every effort to have a representative of the Friends attend the Board of Trustees meetings and provide monthly updates of activity.
- Ensure that all money raised will be spent exclusively for Library programs, services, other Library defined needs, unless otherwise agreed to by both the Friends and the Library. Funds received by the Friends shall supplement and not supplant public funding.

- Acknowledge that the Library administration has the final say in accepting or declining any and all gifts made to the Library.
- Engage in advocacy efforts on behalf of the Library under the guidance of the Library and the Library's Board of Trustees.
- **Maintain accurate financial records and make them available to the Library Director upon request.**
- Agree that if they cease to actively fundraise and promote the Library, they will disband, allowing for a new Friends group to be established in the future. In that event, any remaining funds after settling outstanding debts shall be donated to the Georgia Public Library.

Modifications

This MOU may be modified at any time by mutual written agreement of the Friends Executive Board and the Library administration. Either party may request a review of this MOU at any time.