



**LaGrange Association Library
Friends of the LaGrange Association Library
Letter of Agreement**

The Board of Trustees of the LaGrange Association Library looks upon Friends of the LaGrange Association Library as an extremely worthwhile community organization which greatly benefits the Library.

The Board of Trustees acknowledges that the Friends of the Library is an organization separate and apart from the LaGrange Association Library, and that the Friends of the Library has its own Board and its own goals and purposes. In order to maintain open communication between the Board of Library Trustees and the Friends group a liaison from Board of Library Trustees to the Friends of the LaGrange Association Library will be appointed by the Board of Library Trustees President.

The Friends of the LaGrange Association Library is distinct and separate from the Library, and neither the Friends of the Library as an organization nor any member or participant thereof may assume any liability or take or authorize any act on behalf of the LaGrange Association Library. Library trustees or staff acting within their capacities are exempted.

Because Friends of the LaGrange Association Library is an organization comprised solely of volunteers distinct and separate from Library personnel, no Library personnel shall be required to perform any duty or take any act on behalf of the Friends of the Library, except that Library staff members may act in an advisory capacity for Friends activities.

Operating expenses of the LaGrange Association Library are provided through allocation of tax monies which are audited by an independent auditor. Friends' funds and Library funds shall not be commingled or integrated, except that gifts from Friends may be accepted by the Library, whereupon said gifts shall become solely the funds of the Library but shall be expended for the specific purpose for which the gift or donation has been made by the Friends. In the event the LaGrange Association Library becomes the custodian of any Friends funds, those funds shall be kept as separate "funds" for audit and bookkeeping purposes.

Complete advance information regarding all Friends of the LaGrange Association Library projects and public relations programs on behalf of the LaGrange Association Library shall be provided to the Library Director and the Board of Library Trustees of the LaGrange Association Library. The Board of Library Trustees acknowledges that it does not supervise the public relations programs of the Friends of the Library, but the Board reserves the right not to participate in any public relations project or program in which the Board does not believe the best interest of the Library is being served. Projects and public relations programs adopted by the Friends shall not be part of the budget of or funded by the LaGrange Association Library.

~Approved by the Friends of the Library April 24, 2008

~Approved by the Board of Trustees May 8, 2008