



SPOKANE COUNTY LIBRARY DISTRICT

**POLICY: FRIENDS OF THE LIBRARY**

APPROVAL DATE: JULY 20, 1988

REVISION DATE: JANUARY 21, 2020

REAFFIRMATION DATE: JANUARY 18, 2022

**Purpose:** Declares recognition of the Friends of the Library (Friends) as non-profit community organizations that support and promote the individual libraries that make up the Spokane County Library District (District).

**Background:**

The Friends' mission is to raise funds and public awareness in the community to support library services and programs. As non-profit, volunteer community organizations they are legally distinct entities and not part of the District.

**POLICY:**

The District Board of Trustees recognizes and endorses the Friends primary purpose to support the District's mission and the programs and services offered at District libraries.

The District will provide official recognition of each individual Friends organization based upon the following criteria:

- 1) Each individual Friends organization enters into and acts in accordance with a Memorandum of Understanding (MOU) with the District.
- 2) Each individual Friends group registers as a nonprofit corporation with the Washington Secretary of State and maintains that status in good standing.

Each individual Friends organization may have tax-exempt status from the Internal Revenue Service (IRS), and if so, maintain that status in good standing. The District assumes no responsibility or liability for the Friends compliance with IRS regulations, or their ability to maintain tax-exempt status.

The purpose and goals of the Friends are to promote interest in the District libraries; support and promote awareness of the District's mission, goals, services, and resources; foster public support for the development of the District and raise funds so it may continue to serve the needs and interests of the communities in the District's service area.

Friends meetings are attended by an assigned District liaison in accordance with the MOU.

The District encourages the Friends to sponsor programs and activities and raise funds for library support. Specific activities, including purchases such as library materials, furniture, and equipment, must have prior approval or be done at the request of the District.

The District will support activities of the Friends in accordance with the MOU between the organizations. District staff members and/or Trustees shall not hold elected offices with the Friends to avoid conflict of interest.

Spokane County  
**LIBRARY DISTRICT**  
509.893.8200

Airway Heights Library  
509.893.8250

Argonne Library  
509.893.8260

Cheney Library  
509.893.8280

Deer Park Library  
509.893.8300

Fairfield Library  
509.893.8320

Medical Lake Library  
509.893.8330

Moran Prairie Library  
509.893.8340

North Spokane Library  
509.893.8350

Otis Orchards Library  
509.893.8390

Spokane Valley Library  
509.893.8400

The BookEnd  
Spokane Valley Mall  
509.893.8275

The Executive Director will establish administrative procedures necessary to implement this policy. Any appeal of an administrative action under this policy will first be made in writing to the Executive Director and then to the Board of Trustees.

The District will make a good faith effort to implement this policy in a fair and consistent manner.