SPOKANE COUNTY LIBRARY DISTRICT

POLICY: FRIENDS OF THE LIBRARY
APPROVAL DATE: July 20, 1988
REVISION DATE: October 16, 2018

Purpose: Declares recognition of the Friends of the Spokane County Library District (Friends) as a non-profit community organization that supports and promotes the Spokane County Library District (District).

Background:
The Friends’ mission is to raise funds and public awareness in the community to support the services and programs of the District. As a non-profit, 501(c)(3) organization, however, it is a legally distinct entity and is not a part of the District.

POLICY:
The District Board of Trustees recognizes and endorses the Friends as a non-profit community group whose primary purpose is to support the District’s mission and the programs and services offered at District libraries.

The District provides official recognition of the Friends as it meets the following criteria: It is registered as a nonprofit corporation with the Washington Secretary of State and maintains its status in good standing. The Friends has tax-exempt status from the Internal Revenue Service (IRS), and maintains this status in good standing. The District assumes no responsibility or liability for the Friends compliance with IRS regulations, or its ability to maintain its tax-exempt status.

The purpose and goals of the Friends are to promote interest in the District in its entirety; 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.

Membership in the Friends is open to all residents of the community. General membership meetings are open to the public and attended by an assigned District liaison.

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 Inter-local agreement between the organizations. To foster communication and collaboration, the Executive Director, Chair of the Board of Trustees, and Development Director (or their designees) serve as ex-
officio members of the Friends Executive Committee. District staff members and/or Trustees shall not hold elected offices with the Friends to avoid conflict of interest.

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.