

## **Brookfield Public Library**

### **Friends of the Library**

Adopted: 03/27/2002

Reviewed and Approved: 4/23/2008

The Board of Library Trustees of the Brookfield Public Library looks upon the establishment of the Brookfield Friends of the Library as a worthwhile community endeavor, which will benefit the library.

Complete advance information regarding all Friends of the Library projects shall be provided to the Library Director and the Board of Library Trustees of the Brookfield Public Library. The Board of Library Trustees acknowledges that it does not supervise the activities of the Friends of the Library, but the Board reserves the right not to participate in any Friends projects in which the Board does not believe the best interest of the Library is being served.

The Board of Library Trustees acknowledges that the Friends of the Library is an organization separate and apart from the Brookfield Public Library, and that the Friends of the Library has its own Board and its own goals and purposes.

The Brookfield Friends of the 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 Brookfield Public Library.

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

Operating expenses of the Brookfield Public 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 the 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 Brookfield Public 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 Brookfield Friends of the Library public relations programs on behalf of the Brookfield Public Library shall be provided to the Library Director and the Board of Library Trustees of the Brookfield Public 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. Public relations programs adopted by Friends shall not be part of the budget of or funded by the Brookfield Public Library.