

Geauga County Public Library
Operating Policy Manual

SECTION: FRIENDS OF THE LIBRARY
SECTION NUMBER: 410
EFFECTIVE DATE: June 18, 2013
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Friends of the Library groups are created to be of service to the Library. The services that Friends organizations provide fall into three broad groups: fund-raising for the Library, advocacy for the Library and service to the Library. The underlying intent of Friends of the Library groups are to support the Library.

Each GCPL library service outlet is encouraged to support an active Friends of the Library group. Friends groups must organize and write bylaws which are kept on file at the library and Administrative Center. Friends groups are encouraged to become incorporated under Ohio law. Likewise, Friends encouraged to become members of the Ohio Friends of the Library organization. The Library Manager serves as an advisor as well as a member of the group. The purposes of the Friends groups are:

1. Educate Geauga County residents about library services and programs.
2. Sponsor and promote library programs and exhibits. Promote library-sponsored programs and other activities.
3. Encourage gifts and endowments to the Library and the Library Foundation.
4. Support policies established by the Board of Trustees.
5. Support the Library in the legislative process.
6. Encourage, support, and provide volunteer service to the Library.
7. Assist the Library in maintaining local history.
8. On major development projects, including building programs, the Friends will work with the Library Manager, Board of Trustees and Director.
9. Raise funds for the support of library projects, programs and services. Funds raised by GCPL Friends groups must be used to support the Library since community members who contribute money through book sales, memberships or other fundraising efforts have an expectation that the money will be used to support the Library.
10. Contribute to the Library's PAC (political action committee) on a regular basis.

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GCPL will provide assistance to Friends groups in the following ways:

1. Library Managers will work with Friends groups.
2. Preparation and printing of Friends newsletters and other materials. Distribution of newsletters is done by the Friends group.
3. Coordination of activities between two or more Friends groups will be assisted by the Director.
4. Friends-sponsored programs will be given the same meeting room scheduling priority as Library-sponsored programs at the discretion of the Library Manager.
5. Unneeded library materials may be donated to the Friends for sale at their used book sales.

SEE POLICY 910: USE OF GCPL NAME AND LOGO

The following Friends groups are recognized by GCPL:

- Bainbridge Library –
Friends of the Bainbridge Library
- Chardon Library –
Chardon Friends of the Library
- Geauga West Library –
Geauga West Friends of the Library
- Middlefield Library -
East Geauga Friends of the Library
- Newbury Public Library Station -
Friends of the Newbury Public Library Station
- Thompson Library Station –
Thompson-Montville Friends of the Library
- Bookmobile –
Friends of the Geauga Mobile Libraries

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