

**Section I: Management Policies**

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**TITLE: Friends of the Library**

**DATE ADOPTED: October 9, 2000      Revised: December 12, 2011**

The Board of Library Trustees of the Lake Villa District looks upon the establishment of the Friends of the Lake Villa District Library as a worthwhile community endeavor which will benefit the library.

Advance information about Friends of the Library projects and public relations programs on behalf of the library will be provided to the Library Director and the Board of Trustees. The Board of 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 Library Board of Trustees acknowledges that the Friends of the Library are an organization separate and apart from the Lake Villa District Library, and that the Friends of the Library has its own board and its own goals and purposes.

The 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 speak or act on behalf of the Board of Trustees or the administration of the library.

If the Friends of the Library need the assistance of any library staff member at a Friends event or with a Friends project, the staff member must have the approval of his/her immediate supervisor and the library director before participating.

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 to be expended for the specific purpose for which the gift or donation has been made by the Friends. In the event the Library becomes the custodian of any Friends funds, those funds shall be kept as separate "funds" for audit and bookkeeping purposes.