

FRIENDS OF MANSFIELD LIBRARY MEMORANDUM OF UNDERSTANDING

Between

Mansfield Shire Council

and

Friends of Mansfield Library Incorporated.



Mansfield Shire



This MEMORANDUM OF UNDERSTANDING is made on
24/06/2025 between:

Mansfield Shire Council ("Mansfield")

ABN 74 566 834 923

PO Box 1000

Mansfield VIC 3724

AND

Friends of Mansfield Library Incorporated

ABN 12 455 228 685

31 Highett St

Mansfield

VIC 3724

Background

The Friends of Mansfield Library or FOMLs formed in 1991 in order to advocate for and support the Mansfield Library particularly during the establishment of the High Country Library Network HCLN. The FOMLs became incorporated in 2019 and until 2022, most of the funds used to support the Library were raised through an annual preloved book sale held in January each year. In 2022, the FOMLs started exploring the idea of operating a small used bookstore. Council kindly allowed the FOMLs to use the 'Studio', a building in the gardens of the youth centre where the 'Little Shop of Good Reads' was first opened. After three months the FOMLs vacated the Studio, and the 'Little Shop of Good Reads' operated as a pop-up shop in the library meeting room and at the Mansfield RSL Hall. On 31 Aug 2023, the Little Shop of Good Reads started operating four days a week at 31 Highett Street where they remain.

The Little Shop of Good Reads is staffed by the FOMLs on a volunteer basis. All books sold are donated to the Little Shop. All profits made by the Little Shop are used to support the Library and Library related programs. In the last 12 months, the FOMLs have contributed approximately \$12,000 worth of benefits to the library. In recent times the FOMLs have provided

- Advocacy to support the library extension and program hours as part of the Council's community consultation process.
- Provided additional funds to support the library when successful in obtaining grant to support the procurement of customer operated book check out kiosk.
- Contributed to the engagement of an IT contractor to extend the Tech for seniors to support the community.
- Funded/delivered activities in the library such as seniors' activity during Seniors Festival, Children's activities e.g., Harry Potter nights, a magician, children's authors, and events such as the 'Flying Bookworms'.
- Provided additional funding and/or volunteers to support Library activities and programs such as books, prizes, catering and show bags.
- Procured items for the Children's area including floor mats, children's seats (logs and mushrooms), and an interactive crocodile mural.
- Supported the Mansfield Readers and Writers Festival.

Definitions

Council(s) means Mansfield Shire Council

Memorandum of Understanding means a document that expresses mutual accord on an issue between two or more parties.

Friends means Friends of Mansfield Library Inc.

Party or Parties means Mansfield Shire Council and Friends of Mansfield Library Inc

Coordinator means Coordinator Library Services Mansfield Shire Council

Term

- a) This MoU shall commence upon signing by all Parties and will expire on 24/06/2029.
- b) The Parties agree commence negotiating the new MoU no more than six months before the end of the current agreement.

Mansfield Shire Council

1. The Coordinator of Library Services representing Mansfield Shire Council agrees to share the library's initiatives at the beginning of each financial year and discuss with Friends how their resources and support might help forward these initiatives.
2. These discussions will inform the coordinator's 'wish list' to be provided to the Friends on an annual basis and updated as required.
3. The coordinator agrees to provide public space for Friends membership brochures and promotional materials.
4. The coordinator agrees to supply Friends with staff support to assist them with meeting coordination, meeting space and production of Friends promotional materials.
5. The coordinator agrees to provide support for events in the form of space, promotion, taking bookings, general assistance.

Friends of Mansfield Library

1. The Friends agree that the coordinator has the final say in accepting or declining any and all gifts made to the Mansfield Library.
2. The Friends agree to allow room on the Friends meeting agenda for a library report to be delivered by a member from the library administration.
3. The Friends will support Mansfield Shire Council, as a Child Safe Organisation, by ensuring all FOML volunteers who work in the library have a Working with Childrens Check (WCC) and understand their responsibilities in regard to child safety.
4. The Friends who work in the library provide their WCC to the coordinator for sighting and a copy will remain on record.

Parties working together.

1. When in agreement, the Friends will publicly support the Mansfield Library and its policies. If the Friends disagree with a position held by the Mansfield Library or its' policies, they will give at least seven days prior notice to the coordinator before publicly disagreeing with the Mansfield Library or Library related policies.
2. The Friends agree to consider the Mansfield Council Plan and consult with the coordinator before undertaking advocacy efforts regarding the Mansfield Library.

Exercise of Rights

1. The Parties shall exercise the rights and pursue the opportunities granted under this MoU in a manner consistent with the good name, goodwill, reputation, and image of each Party and in compliance with all applicable laws and regulations.
2. The commitments of each Party under this MoU shall not be transferable or assignable either in whole or in part without the written consent of the other Parties.

Executed

SIGNED for and on behalf of **Mansfield Shire Council** ABN 74 566 834 923:

Signature of CEO

KIRSTEN ALEXANDER

Name of CEO (BLOCK LETTERS)

Date

SIGNED for and on behalf of **Friends of Mansfield Library** ABN 12 455 228 685:

Signature of Chair

Name of Chair (BLOCK LETTERS)

Date