

# PUBLIC LIBRARY FOUNDATIONS RESOURCES FOR FLORIDA'S PUBLIC LIBRARIES

## 1. Introduction

*"I am working on a Memorandum of Understanding ... these are all the reasons why I'm so interested in hearing from well-established groups ... and their establishment/growing pains." Linda Hendrix, Director, Santa Rosa County Library System.*

Public libraries of all sizes have considered establishing library foundations to assist them in raising money from the private sector. Some libraries have followed through and have successes. Others have hesitated because they have active and engaged Friends of the library groups that serve as fundraisers and advocates, and they fear that a library foundation might compete with the Friends. Still others worry about the complicated nature of establishing a foundation and finding the right people to serve on its board of directors and provide leadership.

In order to address the issues regarding the establishment and effectiveness of library foundations, the Division of Library and Information Services engaged the services of Susan Kent, Library Consultant, to develop information and resources on starting and developing public library foundations in Florida.

The consultant conducted two surveys. The first was sent to those libraries with library foundations. The second was sent to all Florida public library administrative units. The responses to both surveys helped inform the resources that were developed for Florida libraries.

These resources are intended to provide guidance to those libraries wishing to start a library foundation and helpful suggestions to those libraries that currently have a library foundation and hope to build on its success. The resources included do not attempt to answer every question about library foundations. They are, however, organized to address the larger issues specifically related to library foundations and their relationships to the libraries they serve. The resource guide contains the following sections:

- Fundraising: Assessing Capacity
- Why a Library Foundation
- Setting Up a Library Foundation – Articles of Incorporation, Bylaws, Mission Statements
- The Public/Private Partnership Agreement: The Memorandum of Understanding
- The Library Foundation's Board of Directors
- Library Foundation Organizational Issues
- The Role of the Library Director
- Raising Money
- Relationship with Friends of the Library Groups
- Community Foundations
- Online Resources

The resource guide also contains some relevant examples from Florida libraries; several planning templates, some with suggested language for a fictional library; and referrals to websites that may be helpful.