



## **Memorandum of Understanding between the Cascade Public Library and the Friends of the Cascade Public Library**

The following will constitute an operating agreement between the Friends of the Cascade Public Library and the Cascade Public Library. It will stand until and unless it is modified by mutual agreement of the Friends Executive Board and the Cascade Public Library Board. The Friends mission is to support the Cascade Iowa Public Library. The group is dedicated to supporting and promoting the Cascade Library through programs, advocacy and financial support; helping to cultivate a love of learning and celebrate the joy of reading. As a non-profit, 501c3 organization, however, it is a legally distinct entity and is not a part of the Cascade Public Library.

The **Library** agrees to supply the **Friends** a wish list each year that indicates the anticipated needs for **Friends** support.

The **Library** agrees to provide public space for **Friends** membership brochures and promotional materials.

The **Library** agrees to provide the **Friends** with staff support to assist them in the development of promotional materials, and **Friends** meeting coordination.

The **Friends** agree to publicly support the **Library** and its policies.

The **Friends** agree to include the Library Director, a member of the Library Board, and a Library Staff person as non-voting members at Friends of the Library meetings and to allow room on the agenda for a Library report.

The **Friends** agree that any and all monies raised will be spent exclusively for **Library** programs, services, and other **Library** defined needs, unless agreed to by both the **Friends** and the **Library**. Parties agree that money received by the **Friends** should not be used to supplant public funding.

The **Friends** agree that if they cease to actively promote and fundraise for the **Library**, they will disband, allowing for a new **Friends** group to be established in the future. If the **Friends**

do disband, they will deposit all funds in the **Cascade Public Library** Endowment Fund, at the Community Foundation of Greater Dubuque.

Agreed to and adopted the 1/20/26 date by all undersigned representatives.

Library Director

Melissa A. Kane

Library Board President

Kathy Baker

Friends of the Library President

Cheryl Ruter