



Meaford Public Library
Partnership Policy
Policy-43
September 2023

The Meaford Public Library (MPL) welcomes a broad base of partnerships from various sources to fulfill its mission of bringing service excellence to meet the needs of a dynamic community through universal access to innovative and vibrant spaces and experiences.

Scope:

This policy sets out the requirements for a variety of partnerships in which the Meaford Public Library may engage.

This policy does not apply to:

- a) Philanthropic gifts or donations.
- b) Grants or funds obtained from other levels of government.

Definitions:

Partnership – is a mutually beneficial agreement that assists both parties in the delivery of a program or service to their customer base.

Terms:

- a) Only companies and organizations that align with the Meaford Public Library Strategic Plan and adhere to the policies and procedures of MPL will be considered.
- b) MPL will enter into partnerships that are developed and maintained in the best interest of MPL; that enhance and do not compromise MPL's image in the community.
- c) Partnerships cannot jeopardize the equity of access to MPL services or collections.
- d) Partnerships must protect the principle of intellectual freedom, not allowing for influence over the selection of collections or delivery of services.
- e) Partnerships must build and implement value-added services.
- f) Partnerships are conducted in a transparent, consultative and accountable manner.
- g) MPL does not accept any cash or gift of property, pledge of support or non-cash gift or services, or enter into any partnership with any company or other organization that produces goods or services that may be considered harmful or illegal for certain members of the community.
- h) MPL does not accept any kind of support from any company or organization that, in the judgment of the library, exploits certain members of the community in its product lines, advertising, marketing, and workforce or in any other way.
- i) MPL accepts support for collections, programs and services only when the content is to be determined by the library.

- j) MPL does not accept any support that implies or requires endorsement of products.
- k) Acceptance of corporation support will take the form of a written agreement signed by representatives of the partnering organization and authorized representatives of the library. This agreement will define the terms of the partnership and any recognition to be provided to the partner.
- l) MPL reserves the right to terminate an existing partnership should conditions arise during the life of the partnership that result in it conflicting with this policy or that partnership no longer supports the best interests of the library.
- m) Any use of MPL's name or logo by the organization involved in the partnership must be approved by the library prior to its usage.

Roles and Responsibilities:

All MPL staff have a responsibility for nurturing existing partnerships that advance MPL's mission, vision, and values. This includes support for effective communication and coordination of partnership activities. Within those shared responsibilities, the Library CEO or designate is responsible for ensuring the Meaford Public Library Board is informed of major partnership activities and initiatives.

Parameters of Agreement Development:

Partnerships should be sought out and developed by designated library staff.

Any partnership should include the following:

- a) A definition of the organizational boundaries and clarification of ownership issues including goals and expected outcomes.
- b) Identification of a process for communication and sharing of ideas.
- c) A definition of project-related costs and clarification of financial responsibilities for each organization
- d) Clarification of recognition for each organization, i.e., use of logos official names, press releases, etc.
- e) Creation of a timeline of benchmarks and deadlines.

Recognition:

MPL reserves the right to determine appropriate publicity, advertising, acknowledgement, and recognition of those involved in the partnership. MPL may use organizational logos as part of their recognition.

Official tax receipts will not be issued to partners for their contribution to the library in accordance with Canada Revenue Agency regulations.

Related Documents:

Meaford Public Library Programming Partnership Agreement Form

Meaford Public Library Policy 1 – Intellectual Freedom

Meaford Public Library Policy 8 – Programming

Meaford Public Library Strategic Plan 2022+

Approved: September 2023

Meaford Public Library Board Chair

Meaford Public Library CEO