

Welcome to the . . .

# FRIENDS OF TENNESSEE LIBRARIES



## FOTL Mission Statement

The Friends of Tennessee Libraries (FOTL) is a volunteer organization of individuals and organizations dedicated to supporting Tennessee Libraries and local Friends of Library groups through:

- Establishing and helping Friends of Library groups succeed;
- Communicating with libraries and trustees about the value of Friends;
- Serving members as communication network and clearinghouse for information;
- Advocating for library funding and legislative support on a local, state, and national basis.

We promote libraries and their Friends.

We support libraries and their Friends.

We advocate funding for libraries on a local, state, and national basis.

FOTL exists to support local Friends groups help their local staff and trustees

**“integrate the library thoroughly with the life and work of the community it serves.”**

## FOTL

**F**OCUS on revitalizing local groups and establishing new ones.

**O**NGOING communication through the FOTL newsletter, website, Facebook Page, and workshops.

**T**RAINING for improved local and state advocacy.

**L**INKING friends groups to improve public awareness of Tennessee libraries and services.

## Friends of Tennessee Libraries

1560 Country Club Place  
Cookeville, Tennessee 38501

Website: [www.friendstnlibraries.org](http://www.friendstnlibraries.org)

Membership Form: <http://www.friendstnlibraries.org/support-us/membership/>

Newsletter / Facebook Page Editor: [marthagill491@gmail.com](mailto:marthagill491@gmail.com)

## Why Friends?

Friends groups are critical to the success of public libraries. Friends support the library and expand its effectiveness in the community.

And in the process, Friends groups provide an opportunity for individuals to make a contribution to their community.

Robert K. Greenleaf developed a Servant Leadership philosophy that a leader/organization exists only to serve their followers. So it is with Friends - they exist only to be of service to their library.

- Friends help raise public awareness of library services.
- Friends are good-will ambassadors, spreading the word in the community. They stimulate greater awareness of the wide array of library programs and services.
- Friends generate grassroots support for the library in the community.
- Friends provide financial support for projects and materials not covered by the library's operating budget, often raising funds through used book sales and gift shops.
- Friends speak to civic groups in the community, attend council/commission meetings, and contact government officials communicating the library's financial needs.
- Friends advocate for the library in the community by speaking out on local, state, and national issues that affect libraries.
- Friends sponsor cultural and educational programs - talks by authors, book discussion groups, art shows, musical events, writing or poetry contests, and other activities of interest to the community.
- Friends provide volunteer help in the library when and where it is needed.
- Friends recognize exceptional performance of individual library staff members.

Libraries are society's workhorses, making available what is good and worthy and open to all who need information, reassurance or a kick in the imagination. A town without a library is irredeemably impoverished.

~ Bill Peschel ~

## 10 Commandments for Friends of Libraries

1. The head librarian must want a friends group.
2. The library staff must be willing to work with the friends.
3. Those involved must be willing to make a commitment of time.
4. The library must make a commitment as to which of its resources may be used by the friends group (space, staff time, paper, artist, printing, phones, desks, etc.).
5. A core group of interested people must exist.
6. The authority to which the librarian is responsible (the trustees, the provost) should be aware of and in agreement with the need for a friends group.
7. Communication must be open among all groups concerned with library policy.
8. It is agreed that friends are not concerned with library policy.
9. The group must understand the role that it is expected to play.
10. It must be clear that the functions of the trustees and friends are separate.

Sandy Dolnick,  
*Friends of the Library Sourcebook, 1978*

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### CALENDAR OF IMPORTANT EVENTS 2014-2015

#### August 30

National Book Festival (Washington, DC)

#### September 14-20

Books from Birth Foundation Imagination Library Week

**! 10th Anniversary Celebration !**

#### October 10-14

**Southern Festival of Books** (Nashville)

#### October 19-25

**Tennessee/National Friends of Libraries Week**

#### November

Picture Book Month

#### February (Date to be announced)

TN Library Legislative Day (Nashville)

**March 15-21** National Ag Week **18** National Ag Day

#### April 12-18

National Library Week

#### April 22-24

Tennessee Library Association Annual Conference (Memphis)

#### April 25

**FOTL Annual Meeting** (Memphis)

#### May 4-5

National Library Legislative Day (Washington, DC)

#### May 4-10

Children's Book Week

# Friends Responsibilities in Local Library

*From A Comparison of Responsibilities: Local Library Board of Trustees, Local Library Director, Regional Library, and Friends of the Library. Tennessee State Library & Archives, 2013.  
<http://www.tennessee.gov/tsla/ps/publications/toolkit.pdf>*

## OVERVIEW

Friends of the Library is a group of individuals who value public library services to the community and are willing to volunteer their time, talents, and efforts to promote and support the library's goals and objectives in whatever way will be helpful. **Library Friends are organized to help support the work of the library, not to engage in the work and responsibilities of the library board members or the library staff.** Friends of the Library cooperate with both, but do not interfere with either.

## NEEDS ASSESSMENT AND PLANNING

Keep informed of the library's plans, progress, and problems; be willing to assist in carrying out objectives and implementing community analysis surveys and questionnaires.

Serve as advocates for local, state, and national library issues; represent the library program to legislators.

## LEGAL, GOVERNANCE AND POLICY

Adopt constitution and bylaws that include clear statements of the supportive role of the Friends Group.

Arrange to have a representative from the Friends group attend board meetings to promote mutual understanding and aid in cooperation.

Support the policies of the library as adopted by the library board; offer assistance in communicating policies to citizens of the community. Conduct all activities ethically.

Serve as additional "connecting link" in interpreting the library and community to each other; conduct fundraising and book events endorsed by the library director and board.

## FINANCE

Serve as additional "connecting link" in interpreting the library and community to each other; conduct fundraising and book events endorsed by the library director and board.

At the request of the library director, use individual and collective influence to assist the library board and director in getting desired financial support from local, state, and national sources.

Contribute funds for books, training, materials, services, equipment, etc. to supplement what cannot be provided by the budget with regard to the expressed needs given to them by the library director and/or board. Make the most of their unique position to influence public opinion on government action on local, state, and national levels on behalf of public library services.

## PERSONNEL

Provide reliable volunteer help for projects when requested by library director.

## PROGRAMS AND SERVICES

Guard against infringement of trustee's or director's role in connection with the operation of the library. Assist in ways compatible with the scope of Friends role and as requested by the director or library board.

Be alert to recognize ways the Friends could be helpful and receptive to suggestions from the director and/or board.

Be enthusiastic and resourceful in carrying out whatever projects are undertaken and/or projects proposed by the director or library board.

Make continuous effort to maintain good communication with library board and director.

Offer suggestions for the library's marketing and public relations program. Promote the library to the public, following the direction of the library's marketing plan.

Help provide access to groups and individuals being visited.



## Public libraries are up to these core purposes:

- Encourage and build a love of reading
- Provide confidential and neutral access to information, ideas, and recreation
- Serve as place for individual self-education
- Serve as the community's living / meeting room safe place
- Help integrate technology into customer's lives
- Preserve the culture and history of the community
- Stimulate the imagination

## Tennesseans Deserve

- Friendly library service in modern, safe, accessible and inviting buildings.
- The ability to use a library days, evenings and weekends and to use a virtual library 24 hours a day, 7 days a week, 365 days per year.
- Library collections that are current, relevant and responsive to the needs and interests of the community.
- Library collections reflecting the languages of community members and students, including non-English languages, Braille, video, audio, large print, and closed captioned.
- The guidance and assistance of skilled information professionals.
- Access to library service in their schools, colleges, workplace, and communities.
- Convenient, up-to-date, and unrestricted access to information in all its forms.
- A network of adequately funded, readily accessible school, public, and academic libraries that support a learning society and informed community.
- High-speed broadband access to the resources on the World Wide Web using state-of-the-art technology.
- Community-centered library programs that encourage discussion, debate and civic engagement.
- Libraries that value reading and create and sustain collections that encourage users to read for pleasure, information or enlightenment.
- Library services that support businesses, other workplaces, and economic development to create an information literate and competitive workforce.
- The opportunity to provide ideas, criticisms, compliments, suggestions on the operation and future of their libraries and volunteer for advocacy and support.

~ American Library Association ~

Based on *The American Public Deserves* from *Toward a National Library Agenda*