

# LIBRARY ADVISORY COMMITTEE & FOUNDATION

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Library

March 28, 2024



PALM DESERT





# INTRODUCTION

Libraries are typically overseen by a governing board, whether that be City Council or a separate entity.

Additionally, many libraries have a 501(c)(3) foundation in order to facilitate gifts from family and corporate foundations & individuals.

# PRIMARY GOALS

- 1) Establish a Library Board of Trustees.
- 2) Learn Council's views on the establishment of a Library Advisory Committee.
- 3) Assess Council's desire to establish a fundraising mechanism for the library and/or other City assets.



# TIMELINE



# BOARD OF TRUSTEES

This can be City Council.

The City typically establishes Advisory Committees for departments to facilitate community input.



# RESPONSIBILITIES

## BOARD OF TRUSTEES

- Charged with fiduciary and administrative oversight.
- Establish policy and long-term plans for the library.

## ADVISORY BOARD

- Provide input on programming and space planning.
- Monitor performance indicators, activities, & outcomes.
- Connect staff to community groups.

## DIRECTOR

- Supervise the library staff, manage the library collection, & implement programming.
- Supervise day-to-day operations, apply policies, and oversee procedures.

# TERM PERIODS

<b>Members</b>	<b>Terms Periods</b>
<b>Member 1 and 2</b>	July 1, 2024, through June 30, 2026
<b>Members 3, 4 and 5</b>	July 1, 2024, through June 30, 2028
<b>Alternate Members 1 and 2</b>	July 1, 2024, through June 30, 2028

# 501(C)(3) OPTIONS

- Library Foundation  
(e.g. The Palm Desert Library Trust)
- Generic Foundation  
(e.g. The Palm Desert Public Trust)
- Direct giving to the City of Palm Desert & forego formation of a 501(c)(3).







# SUMMARY

- By establishing the Board of Trustees, along with a governing board or an advisory board, & crafting a clear division of labor, the City Council will set the library up for long-term success.
- Whether or not the City Council opts to establish a library foundation, a more generic foundation (e.g. Palm Desert Public Trust), or neither, the City should make clear how donors should direct their donations should they wish to give.

# THANK YOU

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