

## AFFILIATE COOPERATION

### 1. Object

The Smithtown Library will cooperate as fully as possible with affiliated agencies and local organizations in serving the educational, civic, and cultural needs of the community by providing assistance with program planning, obtaining materials, or collaborating in other ways as may be practical for use of space or staff time available.

### 2. Affiliate Agencies and Organization

As used in this policy affiliate agencies and organizations are to be considered as a group possessing a purpose or interests similar to those of the Library, which are not for profit, and have made successful formal application for affiliate status to the Board of Trustees of The Smithtown Library. No subdivision of the Library may separately affiliate itself with any group.

### 3. Friends

The Library acknowledges that the sole purpose of the Friends of the Smithtown Library is to promote and serve the interests of the Library. Therefore, by virtue of said purpose, the Library recognizes the Friends as an affiliate organization entitled to all of the privileges and responsibilities contained within the terms of this policy.

### 4. Affiliate Status

The Board acknowledges that affiliates are separate and apart from the Library and that affiliates possess their own governance structure, goals, and purposes.

### 5. Notice

Advance notice regarding all pending affiliate projects shall be provided to the Library Director and the Board of Trustees. The Board reserves the right not to participate in any projects which it does not deem to be in the best interests of the Library.

### 6. Public Relations

The Library reserves the right not to participate in any public relations program of an affiliate in which the Board of Trustees does not believe the best interests of the Library are being served.

**7. Funds**

Operating expenses of The Smithtown Library are provided through allocation of tax monies, which are audited by an independent auditor. Library funds and the funds of its affiliates shall not be commingled or integrated, except that gifts from affiliates may be accepted by the Library, whereupon, said gifts shall become solely the funds of the Library but shall be expended for the specific purpose for which the gift or donation has been made by an affiliate. In the event The Smithtown Library becomes the custodian of any funds belonging to an affiliate, those funds shall be kept as separate funds for audit and bookkeeping purposes.

**8. Liability**

Neither an affiliate nor any member or participant thereof may assume the authority to undertake any act on behalf of The Smithtown Library.