



## **Volunteer & Friends Policy**

### **Volunteers**

The Vaughn Public Library welcomes members of the community to serve as volunteers at the library. Volunteers

- Enhance the efforts of paid library staff
- Serve as a method for area residents to become familiar with the library
- Create opportunities for individuals to perform a valuable service for the community

A volunteer is a person who performs tasks for the Vaughn Public Library without wages, benefits or compensation (including travel expenses) of any kind. Examples of volunteer positions include members of the library board and service volunteers who work for the library and function in ways similar to paid staff. Service volunteers are recognized by the public as representatives of the library and shall be guided by the same work and behavior codes as paid employees. Volunteers fall under the “at-will” status, requiring no reason for termination by either the volunteer or the library director. The City of Ashland does not provide workers compensation coverage or any other form of insurance for volunteers. Community members or organizations interested in volunteering will complete an application for a volunteer position, which will be kept on file at the library. The library will conduct a background check on all volunteers. Minor children may work as volunteers with the written consent of a parent or legal guardian.

### **Friends of the Library**

A library friends group is a formal association of citizens who unite to plan and execute, in conjunction with library goals and the needs of the library as identified by the library director and staff, programs and events to benefit the library. In particular, a friends group is often involved in fundraising for the library and oversees periodic book sales. Friends groups always serve at the pleasure of the library board which is the only body with legal authority to set policy for the development of the library. The Association of Library Trustees, Advocates, Friends and Foundations a division of the American Library Association is the national organization which provides information, support and opportunities for library advocacy.