

METRONET ORGANIZATIONAL AGREEMENT

Minnesota Statute, section 134.351, authorizes the establishment of multicounty, multitype library systems for the purpose of sharing resources among all types of libraries.

All libraries signing this agreement seek to improve library service to their users by participating in Metronet.

- ◆ Each member library agrees to:
 - Share resources (books, materials, staff expertise) with each other to the greatest extent possible within the framework of its own and other libraries' current circulation policies, and recognizing its primary responsibility to its own users.
 - Participate in a communication system to include: maintaining a telephone in or reasonably near the library facility; and have either a fax machine or an email address; providing relevant information about its library resources, staff and hours of services. Allow for such information to be published in either print or electronic format.
 - Share bibliographic information or other contributions that are mutually agreed upon by Metronet members.
 - Maintain financial support of its own library at a level which in no way is reduced because of participation in Metronet.
 - Abide by the membership requirements adopted by Metronet governing board and given in Metronet bylaws. Proposed changes in the bylaws will be distributed to all Metronet board members prior to any board action.
- ◆ The programs and services of Metronet will be based on the availability of funds appropriated by the State legislature. Such programs and services may include:
 - Continuing education opportunities
 - Newsletter or other communication of news and relevant information
 - Web site listing of upcoming activities & events, continuing education & training opportunities & regional happenings of interest to library staff.Events and special programs will be offered for free or at a reduced rate for Metronet members.
- ◆ Metronet will keep members informed of services and programs through appropriate mailings and meetings. Metronet will provide members an opportunity to be involved in the long range planning processes.

This agreement will automatically renew each year, except that either party may terminate membership in Metronet within sixty (60) days of written notice prior to the end of Metronet's fiscal year. If a library chooses to terminate its membership in Metronet, all materials, equipment and other items received from Metronet or items borrowed from other participating libraries will be promptly returned. Libraries that terminate membership in Metronet can make no claims against Metronet.

Type of membership: _____ Member _____ Associate Member

We have reviewed Metronet's eligibility guidelines, this document and the description of programs and agree to participate in Metronet.

Date	Signature	Print name/title of staff member responsible for library/ media services & organizational contact for Metronet.
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Metronet Acceptance: _____
Date _____ President, Metronet Governing Board

PROFILE:
Name of Organization: _____

Address: _____

Phone/Fax _____ Email _____ County _____

Type of library or system: _____ Academic, publicly supported _____ Academic, privately supported _____ Public
_____ School District-public K-12 _____ School-private K-12 _____ Special _____ Other

Number of service centers (e.g. branch libraries, building level media centers): _____ (required info)
Select one of the following two options:

_____ Attach a list of names, addresses, telephone numbers, email addresses, & contact persons from each information service center that will participate in Metronet. This list will be used for Metronet mailings/announcements/newsletters. The list will not be released for any other reason or to other entities.

_____ Provide number of copies of information you want sent to the contact person listed, for distribution by the contact person. _____ #Copies Requested for your libraries/branches/staff

Periodically, METRONET seeks to update its mailing and contact list, to renew library memberships, and to invite new member libraries to join.

METRONET was created by the Minnesota Legislature in 1979, and is funded through the office of State Library Services and School Technology in the Minnesota Department of Education. METRONET's primary mission is to encourage cooperation, communication, and resource sharing among libraries in the metro area. There are no membership fees.

MEMBER DEFINITIONS

Public Library- Administrative Entity: A public library is an entity that is established under Minnesota Statute 134.07-134.195 to serve a community, district, or region, and that provides at least the following: (1) An organized collection of printed or other library materials, or a combination thereof; (2.) Paid staff; (3) An established schedule in which services of the staff are available to the public; (4) The facilities necessary to support such a collection, staff, and schedule; and (5) Is supported in whole or in part with public funds.

Public Library Outlet: A public library outlet is a unit of an Administrative Entity that provides direct public library service. It is characterized by (1) An organized collection of printed or other library materials, or a combination thereof; (2.) paid staff; (3) an established schedule in which services of the staff are available to the public.

School Library Media Center: A School Library Media Center is an organized collection of printed, audiovisual and/or computer resources in an elementary or secondary school. A school library makes resources and services available to students, teachers, and administrators. A school library media center may be called a library, media center, instructional materials center, learning resource center, or some other name.

Academic Library: An academic library is the library for an accredited degree-granting institution of higher education or a non-accredited institution with a program of four years or more. An academic library provides all of the following: (1) an organized collection of printed or other materials or a combination thereof; (2) a staff trained to provide and interpret such materials as required to meet the informational, cultural, recreational, or educational needs of clientele; (3) an established schedule in which services of the staff are available to clientele; and (4) the physical facilities necessary to support such a collection, staff, and schedule.

Special Library: A special library is any library that is a member of a multicounty multitype regional system that does not fit within any of the above categories.

Only libraries whose parent library organization lies within the boundaries of the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott or Washington are eligible for membership in METRONET.

Any public library participating in METRONET must also participate as a member or associate member of the Metropolitan Library Services Agency (MELSA).