

BILL NO. 2023-25

RESOLUTION 2023-25

A RESOLUTION OF THE CITY OF WEST PLAINS, MISSOURI, TO APPROVE A MEMORANDUM OF UNDERTANDING AMONG THE CITY OF WEST PLAINS, THE WEST PLAINS PUBLIC LIBRARY BOARD OF TRUSTEES AND THE MISSOURI STATE UNIVERSITY-WEST PLAINS GARNETT LIBRARY/ OZARKS HERITAGE RESEARCH CENTER REGARDING THE LOAN OF BOUND AND BOXED COPIES OF THE WEST PLAINS DAILY QUILL.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WEST PLAINS, MISSOURI AS FOLLOWS:

Section 1: The City approves a memorandum of understanding among the City of West Plains, Missouri State University-West Plains Garnett Library/Ozarks Heritage Research Center and the West Plains Public Library Board of Trustees for the loan of copies of the West Plains Daily Quill

Section 2: This Resolution shall be in full force and effect from and after the date of its passage and approval.

PASSED AND APPROVED THIS 18tht DAY OF SEPTEMBER 2023.

CITY OF WEST PLAINS, MISSOURI

BY: Michael Topliff
MAYOR MICHAEL TOPLIFF

ATTEST:

Allison Skinner
CITY CLERK ALLISON SKINNER

West Plains Public Library Board of Trustees
750 W Broadway St.
West Plains, MO 65775

Missouri State University-West Plains Garnett Library/Ozarks Heritage
Research Center
304 W Trish Knight St.
West Plains, MO 65775

Memorandum of Understanding
Regarding Loan of Bound and Boxed Copies of the
West Plains Daily Quill

This Memorandum of Understanding Regarding Loan of Bound and Boxed Copies of the *West Plains Daily Quill* ("MOU") dated as of the 1st day of August, 2023, is entered into by and between the West Plains Public Library Board of Trustees ("WP Public Library") and Missouri State University-West Plains Garnett Library / Ozarks Heritage Research Center("Garnett Library") (collectively, the "Parties") for the purpose of facilitating the deposit and maintenance of certain library materials.

WHEREAS, Garnett Library has acquired certain archive copies of the *West Plains Daily Quill* from that publisher and has entered into an agreement to archive, preserve, and maintain those documents for academic, archival, research, historic, and public purposes; and

WHEREAS, WP Public Library has certain archived copies of the *West Plains Daily Quill* in its collection for use by its patrons; and

WHEREAS, the Parties wish to combine and synergize these respective resources for the mutual benefit of the Parties, their patrons, and the public;

NOW THEREFORE, the Parties enter into this MOU to facilitate the deposit and use of the aforementioned library materials according to the terms set forth herein.

1. Purpose. The purpose of this MOU is to establish the terms and conditions under which library materials, namely, copies of the *West Plains Daily Quill*, will be loaned between the Parties. This arrangement aims to enhance the resources available to the Parties, their patrons, and the public, and to promote collaboration in sharing knowledge and information.

2. Materials on Loan. Copies of the *West Plains Daily Quill* with publication dates from 1940 through 1998 (the "Loaned Documents") contained in bound volumes and individual copies in storage boxes. A detailed inventory will be supplied to Garnett Library by WP Public Library upon transfer of the Loaned Documents by WP Public Library to Garnett Library.

3. Loan Period. The loan period for the Loaned Documents shall be for the period of time until this MOU is dissolved or when the WP Public Library requests in writing that all or any part of the Loaned Documents be returned, as more fully set forth in the paragraph entitled "Recall of Materials," below.

4. Care of Materials. Garnett Library agrees to exercise due care in handling and preserving the loaned materials. Any damage or loss to the Loaned Documents incurred during the loan period will be the responsibility of Garnett Library, and any repair or replacement costs will be paid by Garnett Library.

5. Storage and Recall of Materials. Unless otherwise expressly agreed to by the parties, the loaned materials shall be maintained and stored at the Garnett Library in West Plains, Missouri. Should WP Public Library desire the return of all or any portion of the Loaned Documents, then such items shall be requested to be returned to WP Public Library within 30 days of a written request for return of those items being delivered to Garnett Library. Furthermore, should Garnett Library no longer wish to retain the Loaned Documents, or should the Ozarks Heritage Research Center be dissolved, then Garnett Library will provide at least 30 days written notice to WP Public Library prior to the return of the Loaned Documents to WP Public Library.

6. Use of the Loaned Documents. The Loaned Documents shall be available for inspection and copying within a reasonable period of time following request for access to the materials by any patron of WP Public Library or Garnett Library holding a valid library card or otherwise authorized to access the materials according to the policies and procedures of the WP Public Library or the Garnett Library. Such access will occur at the Garnett Library or such other location as otherwise arranged consistent with the policies and procedures of WP Public Library and Garnett Library.

7) Approval and Signatures: By signing below, the Parties acknowledge and agree to the terms and conditions outlined in this MOU. This agreement shall become effective as of the date first written above.

West Plains Public Library

Authorized Signature: _____

Printed Name: _____

Title/Position: _____

Date: _____

Garnett Library

Authorized Signature: _____

Printed Name: _____

Title/Position: _____

Date: _____