

## RELATIONSHIPS WITH OTHER ORGANIZATIONS POLICY

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### INTENT

This Library Association of Alberta (LAA) will establish partnerships with external organizations from time to time to conduct work relevant to the Association. The intent of this policy is to define the scope of action and the parameters that should guide the development of partnerships with LAA.

### DEFINITIONS

'External Organization' refers to any organization that is not a part of the LAA board or LAA committees, including organizations that are not members of LAA, but share similar mandates, scopes of work or values as the Association.

'Partnership' refers to any collaborative venture between LAA or one of its committees may pursue with an external organization. This may include putting out a joint statement, pursuing an action or event jointly, etc.

### POLICY

LAA Membership in external organizations: LAA will only pursue membership in the Canadian Federation of Library Associations-Fédération Canadienne des Associations de Bibliothéque's (CFLA-FCAB) to avoid potential perceived favoritism or conflicts of interests with other Canadian library organizations, some of whom are members of CFLA-FCAB. This in no way impacts those organizations ability to pursue a membership within LAA.

Partnering: LAA will endeavor (where possible and applicable) to work jointly with other external organizations on work that will impact the Albertan library field. In determining whether to pursue a partnership with an external organization, the LAA board will consider:

- If the potential partnerships are within LAA's capacity
- If the external association's values align with LAA's Governance Policies and Procedures
- Whether the scope is primarily provincial to align with LAA's scope.

If the board elects to pursue a partnership they will consider the following guidelines as a base level of duty of care:

- Joint Statements and other actions that partner LAA and the other organization in a very limited scope or task:

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- The Board will need to vote to approve if they would like to move ahead with the partnership. For example, in the case of joint statements, the board should be able to see the final draft that would be published for approval.
- Consideration should be given to logos, preferably the LAA logo will stand to represent all LAA members though this can be negotiated on a case by case basis by the board as needed.
- It is preferred that publicly posted deliverables (i.e. position statements, toolkits etc) have a clear Creative Commons license to allow use with attribution as a best practice, to support the use of Creative Commons, and clarify that others may use with attribution.
  
- Joint work with expectations of both parties but no fiscal liability:
  - The Board should consider a Memorandum of Understanding with the external organization to outline the expectations and responsibilities of each party as well as the planned length of the partnership, termination clauses, especially in instances where the work may span over the term of the deciding board.
  
- Joint work or events that include the possibility of fiscal liability:
  - The Board should take great care when entering into partnerships that may have fiscal liability involved. In the event of low fiscal liability, a Memorandum of Understanding may be considered appropriate by the Board but they may also decide a more extensive agreement is prudent. If there could be higher liability (fiscal or otherwise) the Board should consider if a formal agreement would best protect LAA and outline responsibilities, rights, and partnership termination clauses. The Board will consider the details of each potential partnership on a case-by-case basis but the above information can be used to guide that discussion.

## RESPONSIBILITY AND ACCOUNTABILITY

This policy will be reviewed by the Governance Committee every three years.

## REVIEW HISTORY

- Last reviewed and approved April 2023.

## RELATED DOCUMENTS:

- Membership Policy
- Risk Management Policy
- Sponsorship Policy

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