



**Angelo State University Library**  
**Policy and Procedure Memorandum**

**PPM #7: Friends of the Porter Henderson Library and West Texas Collection**

**DATE:** 15 January 2013

**PURPOSE:** The Friends group is a recognized auxiliary group that supports the activities and mission of the Library and the West Texas Collection.

**REVIEW:** This OP will be reviewed in June of odd-numbered years by the Executive Director of Library Services in consultation with University Library Committee.

**POLICY/PROCEDURE**

I. Purpose.

The purpose of the organization shall be to maintain an association of persons interested in the Porter Henderson Library and its West Texas Collection (WTC); to focus public attention on resources and services; to receive and encourage gifts, endowments and bequests to the Library and WTC; to support and cooperate with the Library and WTC in developing library services and facilities for the community and the University; and to support the freedom to read as expressed in the American Library Association's Bill of Rights. (See [PPM #1](#), Library Rights Documents.)

II. Membership.

Individuals interested in joining the Friends organization may do so in person at the WTC or by contacting the WTC by mail or email. Membership is based on an academic year basis (1 September to 31 August).

III. Eligibility for Library/ILL Borrowing Privileges AND BENEFITS.

- A. The Friends organization reserves the right to grant borrowing privileges for its members. Borrowing privileges, when granted, are for the member only. Family memberships allow this privilege to be extended to a spouse. This privilege is not extended to members' children or to anyone under the age of 18.
- B. All Friends members granted borrowing privileges must sign an acknowledgement form agreeing to abide by all applicable rules and policies concerning borrowing and ILL privileges.

C. Benefits.

1. Only the member has borrowing privileges. A spouse has borrowing privileges only with a Family membership.
2. The Interlibrary Loan (ILL) service is available to members of the Friends organization.
3. See the Circulation Policies Grid in in [PPM #4](#) for additional details concerning borrowing and ILL privileges.