

MEMORANDUM OF UNDERSTANDING

Library Locker Service

This Memorandum of Understanding ('MOU') is made and entered into this 1st day of July 2025 ('Effective Date') by and between:

Parties & Purpose:

Yarriambiack Shire Council, of 34 Lyle Street Warracknabeal, Vic 3393 ('First Party')

And

Yaapeet Community Club Inc. A0041385J ('Second Party')

Both of whom are collectively known as the 'Parties'

Whereas the First Party and the Second Party desire to enter into an agreement in which they will work together to continue the various aims and objectives relating to the provision of a Library Locker Service in the local Community as well as engagement with Council

Obligations:

First Party - Council's Engagement Va, inclusive of the Words on Wheels service visits several Yarriambiack towns on a fortnightly schedule to provide communities with access to Library Services and engagement with Council.

Council's Customer Support and Library Officers drop off/pick up all genres of books, audio books, DVD's & CD's for Library Patrons. Library items can be chosen in advance through Yarriambiack Libraries online 'HOLDS' system, by arranging a profile so Library staff can select library items on their behalf or by phoning the Warracknabeal Library for specific requests.

Library Patrons using the Library Locker Service have existing arrangements with Yarriambiack Libraries and a dedicated exclusive-use Locker that only they and the Library can access

Second Party - Facilitates and is responsible for the Library Locker Service location for the Library Services. They also actively promote the service throughout the local Community through word of mouth, newsletters and social media

Details:

Library Locker Location: opposite 14 Byrne Street, Yaapeet



DETAILS

Drop Off/Pick Up Schedule: Fortnightly on Wednesday afternoons (subject to change/addition in consultation with both Parties)

Patron Requirements: Must be members of Yarriambiack Libraries

Annual Remuneration: \$ 500 (+ GST if registered) per annum for assistance in promoting Library services and Community Engagement to the community.

Invoicing Requirement: Invoices for the next financial year are to be emailed to the Manager of Community Strengthening & Engagement, scollins@yarriambiack.vic.gov.au no later than 31 May each year

Term of MOU: Five (5) years from Effective Date – Expires 30.06.2030

Signatures:

Yarriambiack Shire Council
Tammy Smith - Chief Executive Officer

Yaapect Community Club Inc.
Jon Fuller - President

Date:

Date: