

Memorandum of Understanding

Between **Estes Valley Library**

and **Featured Speaker**

This Memorandum of Understanding (MOU) affirms the terms and understanding between the Estes Valley Library Public Library District (LIBRARY) and Featured Speaker, Organization, to provide a News Literacy program to the community of Estes Park, CO.

Background

The Library was selected as just one of five libraries nationwide to participate in the American Library Association's pilot program, Media Literacy @ Your Library. The Library provided training on News Literacy to its entire staff on January 18. Additional community programs include: a News Literacy Panel Discussion on March 8 and a hands-on News Literacy computer class on March 19.

Monday February 5 from 6:30 - 8 pm

At Estes Valley Library

Fake News 101: To Believe or Not to Believe

Program description

Political Issues

While recognizing that News Literacy and Fake News can be politically charged issues, the Library intends to bring together people with disparate viewpoints for civic dialog with the goal of finding common ground in the methods of discerning reliable and reputable news. In the spirit of hosting a nonpartisan forum the Library respectfully asks Speaker **to strive toward political neutrality** within the presentation, and to treat audience members with civility and kindness regardless of political ideology. The Library staff will strive to set a respectful, civil tone in the audience.

Honorarium

The Library agrees to compensate Speaker with a \$500 honorarium and mileage reimbursement of \$70.

If Speaker would like a complimentary night's lodging at one of the Library's hotel partners, she will **inform the Library of lodging needs by 1/26**.

Logistics

The Library is accepting registration for this program. It is currently scheduled in the library's largest meeting room, the Hondius Room, which accommodates 50 people. If registration exceeds 50 people, the program will be held in at the Library's Fireplace, which is an open location on the first floor that accommodates approximately 90 people.

The library will provide a lapel microphone for Speaker to use at either location.

Speaker will **inform the Library of A/V needs by 1/26.**

Format

Speaker will arrive at the Library by 6 pm for A/V set-up and sound check.

Diana Laughlin, Tech Librarian at the Library, will introduce Speaker at the beginning of the program using the information listed above in the program description.

Speaker will deliver a 50 - 60 minute presentation. In addition, there will also be a question-and-answer session of up to thirty minutes. Library staff will assist in fielding questions from the audience.

Participant Feedback

Evaluation forms have been provided by the American Library Association for all Media Literacy @ Your Library programs and the library will request that all participants complete one.

Speaker, Title
Organization

Date

Diana Laughlin, Program Services Supervisor
Estes Valley Library

Date