

FAMILY PLACE LIBRARIES™ TECHNICAL ASSISTANCE AGREEMENT

Between
Middle Country Public Library (MCPL)
and
Bertram Library - Burnet County Library System

PROJECT NAME:
Family Place Libraries™

PROJECT PARTNERS:
Middle Country Public Library (MCPL) and Bertram Library - Burnet County Library System

TERM OF AGREEMENT:
This agreement between MCPL and Bertram Library - Burnet County Library System will be in effect for as long as Bertram Library - Burnet County Library System is following the Family Place Libraries guidelines and implementing all core components, including having one current staff member who has attended a Family Place Training Institute.

PROJECT DESCRIPTION:
A Family Place Library is a center for early childhood information, parent education, emergent literacy, socialization and family support. Each Family Place Library features the following core elements:

- The Parent-Child Workshop - a five-week program involving toddlers and parents/caregivers and featuring local experts, emphasizes the role of parents as the first teachers of their children, facilitates early intervention and teaches strategies for healthy child development
- Multi-format resource collection for parents, caregivers, and early childhood professionals
- A welcoming interactive space on the public floor for families with young children
- A Family Place coalition of community agencies that works with families and young children to develop programs and services tailored to meet local needs
- Outreach to new and non-traditional library users, especially parents and very young children

LIBRARY RESPONSIBILITIES:
Upon entering into this agreement the Bertram Library - Burnet County Library System library will become a member of the Family Place Libraries National Network and receive support and technical assistance from Middle Country Public Library (MCPL) for as long as the aforementioned terms are met. As a Family Place Library, the Bertram Library - Burnet County Library System agrees to:

- Have two library representatives (1 children's staff member and 1 library administrator) attend Family Place Libraries Training Institute



Family Place Libraries™ Building Foundations for Early Learning

Middle Country Public Library • 101 Eastwood Blvd., Centereach, NY 11720 • tel: 631.585.9393 Fax: 631.585.5035 www.familyplacelibraries.org

- Develop an individualized Family Place Plan at the training institute
- Implement a minimum of two, five-week session series of the Parent-Child Workshop each year
- Develop coalitions/partnerships with community agencies
- Create and maintain a family friendly interactive early childhood public space within the children's/youth services department
- Develop a parenting collection in or adjacent to the children's/youth services department
- Provide in-house staff orientation about Family Place Libraries
- Maintain documentation regarding implementation of your Family Place plan and annual statistics related to the Parent-Child Workshop, early childhood programs, space usage, collaborations and outreach efforts
- Complete an annual recertification form
- Participate in national evaluations when necessary

MCPL RESPONSIBILITIES:

Upon entering into this agreement, MCPL will provide:

Family Place Training Institute

The Family Place Training Institute provides theoretical grounding in family-centered library services and practical training in the core components of Family Place Libraries. Each participant will receive a training manual, access to an online member dashboard for marketing and programming materials, as well as opportunities for additional professional development.

Technical Assistance and Site Support

This includes ongoing consultation from Family Place national staff on areas such as:

- Implementation of the Parent-Child Workshop
- Development of an interactive family friendly public library spaces
- Core parenting and early childhood collections
- Coalition and partnership building
- Outreach to new audiences
- Programming beyond the Parent-Child Workshop
- Data collection
- Documentation and evaluation
- Future goals and objectives

Site Visits

National Family Place staff will facilitate a site visit of the Bertram Library - Burnet County Library System library after all core components have been implemented. Site visits will be scheduled by National Family Place staff and your library at a mutually agreeable time. Bertram Library - Burnet County Library System will be presented with a Family Place Libraries banner at this time, if all of the library's responsibilities are met.



The site visit is tailored to individual library needs and may assist with the planning and implementation of the Parent-Child Workshop; developing public space for families; collection development; staff orientation; presentations to library boards, community representatives and coalition partners; data collection and evaluation; survey development and future planning.

PRODUCTS:

In the event that project activities result in a Family Place product(s) with potential for commercial application, all such rights will be retained by Middle Country Public Library.

All Family Place Libraries are required to use the Family Place Libraries name and logo on all materials that promote the project. The tagline reads: *Family Place Libraries™ Building Foundations for Early Learning.*

DISCLAIMER:

If Bertram Library - Burnet County Library System chooses to withdraw from the National Family Place network, the library will be required to cease use of *Family Place Libraries™* trademarked logo and materials and forfeits monetary refunds.

x _____
Bertram Library Date
Bertram Burnet County Library System

x Sophia Serlis-McPhillips 11/20/25
Sophia Serlis-McPhillips Date
Director
Middle Country Public Library
Centereach, NY

x Kristen Todd-Wurm 11/20/25
Kristen Todd-Wurm Date
National Coordinator
Family Place Libraries™

