

# Memorandum of Understanding

## To form a provisional governing body for the History Trust

### Purpose

The success of the History Trust will ultimately depend on the creation of an effective governing body that is clearly defined, represents the interests of the participating organizations, and is formally empowered to act in the common interest. The purpose of this Memorandum of Understanding is to declare the commitment of \_\_\_\_\_ to join a provisional governing body that will define the mission, vision, goals, and procedures under which the History Trust will operate.

### Membership

The History Trust will be composed of organizations that are willing to endorse the framework of a shared mission and vision, the product of a year's study of fifteen Mount Desert Island-area collecting organizations conducted by HistoryIT and described in the "Shared Report" of January 4, 2018. The key components of the proposed History Trust's mission and vision are distilled below in "A Common Agenda."

### A Common Agenda

The History Trust will be composed of organizations that agree to work together to accomplish the following:

1. **Increase Capacity:** Commit to a shared mission
2. **Focus Content:** coordinate with other History Trust organizations to focus the scope of our collection and identify materials that are out of scope, non-archival, or duplicative
3. **Improve Conditions:** work with History Trust partners to improve the conditions in which the collections of \_\_\_\_\_ are kept
4. **Enhance Access:** digitize our records according to an agreed-upon standard and make those collections freely available, especially for the purpose of engaging students.

### Initial Tasks

The initial tasks for a History Trust governing body include:

1. Determine membership and leadership of the History Trust
2. Identify a fiscal agent
3. Re-price HistoryIT's estimate of cost based on the number of participating organizations and the group's assessment of needs, appropriate goals and other factors
4. Commission a feasibility study
5. Determine the process, means, and responsibilities for fundraising

### Term

This agreement may be terminated at any time upon the authorized vote of the Board of Directors of this undersigned organization.

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Authorized Signature

Title

Date