

## APPLICATION FOR MEMBERSHIP

As an association whose members are organizations, MOLA member libraries are expected to share goals and use guidelines determined and agreed upon jointly by the entire membership for the mutual advancement of all. Their representative librarians are expected to strive for excellence in their work, which contributes to the quality of the performance and professionalism of their organization.

**INSTRUCTIONS:** The application form must be signed by both the librarian and an administrative official (usually executive director, general manager, etc.) who will be responsible for supporting the organization's membership in MOLA. Please note that it is the organization rather than the individual librarian that is the member, although the librarian(s) will serve as the representative and receive all communications. In addition to the application form, please include a letter (which serves as your formal request for membership) on headed paper from the administrative official.

Membership applications are considered by the MOLA Board based on a set of criteria. Membership is not determined solely by any single factor. Upon receipt, the application package will be reviewed by the Membership Committee, the Board of Directors, and upon their recommendation, will be voted upon by the general membership of MOLA at the annual conference.

Name of Organization: \_\_\_\_\_

Artistic Director/Conductor: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization Office Telephone Number: \_\_\_\_\_

Types of Activities: (*e.g. classics, pops, educational, band, opera, ballet*) \_\_\_\_\_  
\_\_\_\_\_

Administrator: (Print) \_\_\_\_\_

(Signature) \_\_\_\_\_

Date: \_\_\_\_\_

Librarian: (Print) \_\_\_\_\_

(Signature) \_\_\_\_\_

Library Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Is this fax machine in the Library? **Yes / No**

E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

How many paid professional librarians are employed by your organization? \_\_\_\_\_

Is your librarian(s) responsible for the preparation of the performance materials used by your organization? \_\_\_\_\_

What other positions, if any, does the librarian(s) hold within the organization? \_\_\_\_\_

Are the musicians of your organization paid professionals? \_\_\_\_\_

How long is your organization's performance season? \_\_\_\_\_

How many different programs are performed during a typical season? \_\_\_\_\_

How many actual performances are given each season? \_\_\_\_\_

What is the annual budget of your organization? \_\_\_\_\_  
(If you are an educational institution, please specify library budget only)

**In addition, the following questions will be considered for conservatory or music school applications:**

For how many performing ensembles is the librarian(s) responsible? \_\_\_\_\_

What is the total number of performances by all ensembles in a typical year for which the librarian(s) prepares materials? \_\_\_\_\_

**Supporting materials such as the following will be considered:**

- Material that gives an accurate representation of your season activities, such as a program book, season brochure, etc.
- Personnel roster (if not included in the above material).
- Current season financial statement or financial projection.
- Librarian(s) job description(s).
- Additional information may be submitted at the applicant's discretion for the MOLA Board's consideration.

**Is there anything else that you would like MOLA to consider in determining your application for membership?**