

MEMORANDUM OF UNDERSTANDING

**Between the Rapid City Public Library and the
Rapid City Indian Boarding School Lands Project**

This Memorandum of Understanding (“MOU”) is entered into between the Rapid City Public Library (“RCPL”) and the Rapid City Indian Boarding School Lands Project (“the Project”).

Purpose: This agreement is entered into pursuant to an understanding that both parties will work together to gather, archive, and encourage research and use of documentary and oral history records pertaining to the Indigenous history of Rapid City and the work of the Project. The Project intends to make copies of all of its archival documents and oral history materials available to the general public as open-source records.

Rapid City Public Library Responsibilities: RCPL shall review, process, and preserve archival and oral history collections, including paper, digital, audio, and video files of the Project in accordance with the Library’s mission, standards, and best practices. These materials will be available and archived online on the RCPL website and in the physical collections of the RCPL as appropriate. In addition, the RCPL will provide a venue for the oral histories to be accessed in the “library online collection”. Documents and photographs will be inventoried and then temporarily given to RCPL on a short-term loan for archiving. RCPL will digitally scan these items for archiving and will return the original documents and photographs to the Project. The RCPL understands that the Project will also provide duplicate files to the library at Oglala Lakota College.

Rapid City Indian Boarding School Lands Project Responsibilities: The Project shall make every effort to provide organized, inventoried, and complete archival and oral history files to the RCPL for processing. This includes attaching as much metadata as possible to all materials before transferring them to the RCPL. The Project shall facilitate meetings and communications about its collections and act as a responsive collaborator to make the transfer and processing of its archival and oral history materials as seamless as possible. The Project shall recruit volunteers to assist the RCPL staff at the RCPL’s request.

Effective Date and Termination: The effective date of this MOU is the date of the signature affixed to this page. Either party may terminate this agreement with thirty (30) days written notice to the other. Upon termination of this agreement, RCPL shall return all archival and oral history materials to the Project within one week.

RAPID CITY PUBLIC LIBRARY

LIBRARY BOARD CHAIR _____

DATE _____

RAPID CITY INDIAN BOARDING SCHOOL LANDS PROJECT

REPRESENTATIVE _____

DATE _____