

# FOCOL Dissolution Proposal

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## Background

As published at FOCOL.org on the FAQ page ([www.focol.org/faghtml.html](http://www.focol.org/faghtml.html))

### *What is Fox Cities Online?*

*Fox Cities Online is a website which links to information related to the Fox Cities area of northeastern Wisconsin. Fox Cities Online maintains as comprehensive a list of links to Fox Cities web-based information as possible. Fox Cities Online also provides web hosting service for non-profits and other organizations in the Fox Cities which might not otherwise be able to have a website.*

### *How did Fox Cities Online begin?*

*During 1993 and 1994 a small group of area educators, librarians, business people, and computer enthusiasts got together to discuss community information networks and Internet access. They adopted bylaws and elected a board of directors in the fall of 1994. Fox Cities Online reached full operational status in March, 1997. It continually adds links to other community websites.*

Currently, FOCOL is an authoritative resource for Fox Cities web links, data and resources. However, in recent years, web services and search agents have become much more sophisticated as technology companies expand. While the resources provided are still relevant and useful, the web hosting role of FOCOL is reaching the end of its useful life.

## **Proposal**

After discussions with Appleton Public Library (APL) administrative staff and FOCOL Board members and Executive Director, we propose that FOCOL be dissolved as a 501(c)(3) organization.

Appleton Public Library continues to position itself as the authoritative resource of information for the local community; therefore, we propose that the APL take on the responsibility of managing, running and updating the database of web and link information currently maintained by FOCOL.

The web hosting, domain registry and email services will be disbanded as a part of dissolving the FOCOL organization.

The FOCOL Board of Directors, the FOCOL Membership, the Appleton Public Library and the Friends of the Library must all agree to the following proposal in order for the transition to take place.

## **Library Agreements**

As part of the dissolution, the Appleton Public Library (APL) will agree to do the following:

- Maintain the FOCOL (Fox Cities Online) name for the near future and for a reasonable amount of time for a natural transition for current customers of the site
- Be responsible for updates and maintenance of the web data and links
- Take ownership of the data and information stored in those databases.
- Be responsible for staffing and resourcing that work appropriately as library administration sees fit.
- Update and maintain Social Media accounts related to FOCOL (Twitter & Facebook).
- Maintain and update the verbiage, style and layout of the current HTML code on the pages to more ideally provide a consistent experience for library & FOCOL customers.

## **Friends of Appleton Public Library Agreements**

The Friends of the library would be the fiscal administrator for current property and monetary resources of the dissolved FOCOL organization. A restricted fund would be created by the Friends with FOCOL funds that remain after the payment of all debts and outstanding fund reimbursements (see below under "Current Members").

- As part of the dissolution, the Friends will agree to do the following: Create a restricted fund account to provide the APL with appropriate funds to assist with any maintenance needs of FOCOL and related sites and resources.
- Be responsible for any future disbursements that may be needed following the corporate dissolution.
- Coordinate any future fund grant requests and make any grants using the FOCOL mission as a guide.

## **Current hosted websites**

Under the direction of the FOCOL Executive Director, existing hosted websites will be guided to other alternatives for their web presence. Alternatives could include but are not limited to the following:

- Local third party hosting solutions

- Web-based free hosting options
- Facebook posting
- Potential APL partnerships

Support for currently hosted websites would continue through at least March 31, 2015. The guidance and support would be limited to recommending and consulting on possible options. It would not be work directly related to rebuilding or migrating data from existing pages.

September 2014 renewals will be prorated appropriately and September 2014 will be the final time renewal notices are sent.

## **Current members**

Any current members of FOCOL will be notified of the dissolution of the organization plans via communication from the FOCOL Board President & the FOCOL Executive Director.

All current members will be invited and encouraged to attend any and all meetings, including the Annual Meeting, of the FOCOL Board during which formal and informal dissolution discussions will be taking place.

The FOCOL Board and Board President do publicly acknowledge and appreciate all past and current members who have contributed to the success of the FOCOL organization.

## **Timeline**

- July 24, 2014
  - Board Receives Initial Proposal
  - Open Meeting for all interested parties
- August & September 2014
  - Proposal Legal Review
  - Initial Communication to Members and hosted sites
  - Preliminary web hosting transition plans begin
  - Proposal Updates
- September 2014 Board Meeting
  - Final Discussion by Board on updated proposal
  - Acceptance of Amended Proposal by FOCOL Board
- September & November 2014
  - Communication to FOCOL members and hosted site contacts of decision
  - Continue work for web hosting transitions
- December 2014
  - FOCOL ANNUAL MEETING
  - Formal dissolution meeting