

# **Memorandum of Mutual Understandings**

## **Sípnuuk Digital Library, Archives and Museum and the Karuk Tribal Libraries and Archives**

### **1 PURPOSE**

The purpose of this document is to establish the mutual understandings of the Karuk Department of Natural Resources (DNR)-managed Sípnuuk Digital Library, Archives and Museum (Sípnuuk), the Tribal Libraries and Archives (Tribal Libraries) and stakeholders with respect to their joint efforts towards collaboration that will increase inter-tribal coordination, collaboration and communication and help in obtaining funding for library projects, food security, land and resource management related projects, educational programs and projects, community and economic development.

### **2 GOALS or Statement of Mutual Benefits and Interests**

The goals of Sípnuuk are:

2.1 To build a tribally owned, managed and controlled digital content management system to serve as a resource for tribal and local communities, tribal departments, land and resource management stakeholders, and researchers to enhance understanding of regional food security, land and resource management issues, identify solutions to deficits and to document and provide access to knowledge of traditional foods, cultural materials, and land and resource management.

2.2 To foster coordination, collaboration and communication between the DNR-managed Sípnuuk, which translates to “Storage Basket” in English, the Panamnik Tribal Library in Orleans, and the People’s Center Library in Happy Camp to achieve greater efficiencies, enhance public services, and build public support for vital projects.

2.3 To develop Karuk Tribal human resources capacity and organizational structure to provide culturally appropriate access to, active preservation of, and ongoing stewardship of born-digital and digitized information assets.

2.4 To complement the Tribal Libraries’ collections of published, open access information, with a portal for tribally controlled to unpublished, sensitive, digital and archival materials.

2.5. To improve Karuk Territory-wide competitiveness for local, state, federal, and private grant funding.

### 3. DEFINITIONS

**3.1 Food Security.** The state of having access – both economically and physically – to healthy and culturally appropriate food sources at all times.

**3.2 Karuk Tribal Council.** This federally recognized tribal governmental entity has been delegated the authority and responsibility by the Karuk Tribal membership to exercise by resolution or enactment of Tribal laws all the inherent sovereign powers vested in the Tribe as a Sovereign Aboriginal People, including negotiating and contracting with federal, state, Tribal and local governments, private agencies and consultants.

**3.3 End user.** The End User will be defined as the target audience of any given library. For Sípnuuk, the end users consist of representatives from five general groups: tribal members and descendants, local community members, Agriculture and Food Research Initiative (AFRI) Collaborators, researchers, and environmental activists.

**3.4 Karuk Resource Advisory Board (KRAB).** The KRAB serves as the primary advisor to the Tribal Historic Preservation Office and all matters relating to the protection, preservation, and perpetuation of Karuk cultural, spiritual and natural resources. The KRAB reviews and pre-approves plans and policies on behalf of Sípnuuk and recommends policy amendments to the Karuk Tribal Council.

**3.5 AFRI Collaborators.** Seven participating agencies awarded a Klamath Basin comprehensive United States Department of Agriculture (USDA) 5-year Food Security grant ending August 2017: University of California (UC) Berkeley, San Francisco State University, UC Cooperative Extension Program, Mid Klamath Watershed Council (MKWC), Karuk Tribe, Yurok Tribe, and the Klamath Tribes.

**3.6 User Needs.** The library needs identified by the End Users (definition above) as determined by surveys, personal communications, library card issuance, check-out frequency, and other evidence.

**3.7 Integration.** Assembling into one document the strategies, projects and plans in Karuk Ancestral Territory. The plan will identify strategies for the service areas and the priority projects that work together to demonstrate how these strategies work together to provide local economic development – especially to these disadvantaged communities - and provide for the informational, educational, and recreational needs of respective communities. Projects and plans would be categorized and opportunities to identify benefits of linkages between the needs.

**3.8 Sípnuuk Advisory Committee (SAC).** The guiding and decision making body for Sípnuuk, comprised of up to two selected representatives from each designated user end group. Authority to designate members and make final decisions rests with the Director of the Karuk Department of Natural Resources and Environmental Policy.

**3.9 The Project Investigator** (PI from UC Berkeley) of the AFRI Food Security Grant. The PI will act on behalf of the USDA to evaluate and make recommendations to Sípnuuk based on grant award guidelines and research protocols. The PI will support staff in compiling and integrating projects into the other objectives of the AFRI Food Security Grant, and in meeting the reporting stipulations of that grant to ensure process consistency and uniformity.

**3.10 Stakeholders.** This is defined as those individual with a perceived interest in issues regarding Sípnuuk, the Panamnik Tribal Library, and/or the People's Center Library.

**3.11 Karuk Tribal Libraries and Archives.** There are currently three libraries within the Karuk Ancestral Territory: the Panamnik Tribal Library in Orleans, the People's Center Library in Happy Camp, which also holds archived materials, and the Sípnuuk Digital Library, Archives and Museum with its base in Orleans.

**3.12 Karuk Ancestral Territory.** The geographic scope that is the area of subject matter for this Memorandum is defined as extending along the Klamath River from Aikens Creek (near the community of Orleans in Humboldt County) through Siskiyou County and into Southern Oregon. Where it demonstrably supports the purpose of the Sípnuuk, as determined by the SAC, the KRAB, and the Karuk Tribal Council, collaborations may extend beyond the Sípnuuk regional boundary into other counties, states, and/or countries.

#### 4 SÍPNUUK DIGITAL LIBRARY, ARCHIVES AND MUSEUM PROJECT PARTICIPANTS

**4.1 Karuk Tribal Libraries and Archives.** These are Tribal institutions which have developed projects and management plans and are responsible to their respective stakeholders. They have committed to devoting staff to the development of Sípnuuk both via in-kind staff support, participation in professional development training, and in sharing facilities and with the Orleans Panamnik Tribal Library. The overhead costs for these facilities will be carried by the Karuk Tribe. These partnering institutions will be the signatories to this Memorandum of Mutual Understandings and authorized by the Karuk Tribal Council.

**4.2 Sípnuuk Digital Library, Archives and Museum.** The mission of Sípnuuk is to manage, share and enhance understanding of Karuk history, language, traditions, natural resource management and living culture following the cultural protocols of the Karuk Tribe and in support of the missions of the Karuk Tribe, People's Center and Tribal Libraries.

**4.3 Karuk Department of Natural Resources.** The mission of the Karuk Department of Natural Resources is to protect, promote, and preserve the cultural/natural resources and ecological processes upon which the Karuk People depend. Natural Resources staff works in conjunction with agency

personnel to ensure that the integrity of natural ecosystem processes and traditional values are incorporated into current and future management strategies within our area of influence.

**4.4 People's Center Museum and Library.** As the museum and cultural center of the Karuk Tribe, the Karuk People's Center is devoted to the preservation, promotion and celebration of Karuk history, language, traditions and living culture.

**4.5 Stakeholders.** Other entities, including, but not limited to, academic and environmental groups, AFRI Collaborators, tribal governments and tribal groups, local community and tribal members and descendants, are considered valuable contributors and will be kept informed of project and plan progress via outreach efforts and postings in the Karuk Tribal Newsletter and sought out for guidance as needed.

## 5 MUTUAL UNDERSTANDINGS

It is Mutually Agreed and Understood by and between said Parties:

5.1 To develop digital content management that will meet preservation and access needs of materials to augment traditional library systems, in place for the libraries' print collections.

5.2 To foster increased coordination, collaboration and communication between the Karuk Department of Natural Resources, Tribal Governments, academic researchers, health and environmental organizations, and interested stakeholders that may result in more effectively managed resources, preservation of cultural knowledge, and better service to the public.

5.3 To meet the objective and deliverable requirements of the USDA's AFRI Food Security Grant.

5.4 To help design subject matter scope of Sípnuuk. Broadly, this is understood to include content deemed relevant to Karuk culture, history, language, and self-determination. Sípnuuk's technological infrastructure and human resources development will serve widespread needs for digital preservation, controlled access to sensitive materials, and content management for materials that are not suitable for the system in place for the Tribal Libraries' physical (Published print and hard copy) open access collections and archived materials.

5.5 To foster and solicit project based funding (e.g. AFRI Klamath Basin Food Security Grant). This may focus on defined subject-based scopes to be prioritized for inclusion into relevant library and archives collections.

5.5 To implement the first phase of Sípnuuk. This will involve planning custom technological infrastructure and human resource development capacity for implementation, which will focus on implementing high priority collection areas

(Food Security, the Karuk Eco-Cultural Restoration Plan, and photographs of Tribal Cultural Heritage items) into the content management system that will be accessible to designated users.

5.6 To plan future phases of Sípnuuk, which will involve fine tuning the technological infrastructure and human resources development based on the experiences of the first phase, while continuing to build the digital collections based on priorities defined by funding streams and decision making bodies.

5.7 To agree that the decision making for Sípnuuk will be conducted by the SAC and KRAB, with all veto rights resting with the Director of the Karuk Department of Natural Resources and Environmental Policies (Director). Decisions will be made in SAC and KRAB meeting by members who are present (either in person or via phone/web/teleconference) or by an individual designated by the Director to carry that member's proxy. Additionally, decisions will be made via e-mail correspondence when meetings are not practical or a decision must be made quickly.

5.8 To agree to the non-binding nature of this document and participation in this Sípnuuk effort. It is understood that an agency may continue its own planning and undertake efforts to secure project funding from any source. An agency may withdraw from participation in this Memorandum at any time.

5.9 To agree to the expectation that agencies and organizations will contribute the personnel and financial resources necessary to develop Sípnuuk.

5.10 To understand that Sípnuuk will regularly report on its progress to the agencies and stakeholders they represent and the associations or organizations to which they belong that are involved in Sípnuuk.

5.11 To work collaboratively in building capacity for Sípnuuk and the Tribal Libraries, and to expand facilities throughout the Karuk Ancestral Territory.

## 6 MODIFICATION/TERMINATION

Because this Memorandum will require periodic review and updating into the future, it is envisioned that the joint efforts of those involved will be ongoing in maintaining a living and adaptive document requiring reauthorization every 5 years. Thus this document will remain as a reflection of the understandings of the participants. As indicated, individual signatories of this Memorandum may terminate their involvement at any time.

## 7 SIGNATORIES TO THE MEMORANDUM OF MUTUAL UNDERSTANDINGS

We, the undersigned representatives of our respective agencies, acknowledge the above as our understanding of how coordination and collaboration between the Sípnuuk and the Karuk Tribal Libraries and Archives will be developed, cultivated, and sustained.

IN WITNESS WHEREOF, The Parties hereto have executed this Agreement, as of the last date of Signature below.

\_\_\_\_\_  
Director of the Department of Natural Resources and Environmental Policy, Karuk Tribe

\_\_\_\_\_  
Workforce Development Trainer, Karuk Tribe

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People's Center Coordinator, Karuk Tribe

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Karuk Tribal Historic Preservation Officer

\_\_\_\_\_  
Date

RATIFIED ON \_\_\_\_\_ (date), BY

\_\_\_\_\_  
Karuk Tribal Chairperson