

Gift Policy

The Library accepts gifts with the understanding that the items will be added to the collection only if needed for library purposes. It is the policy of the Library not to accept special collections of books or other items when the donor stipulates they be kept together as a single entity.

The donor of any gift should understand that the Library reserves the right to dispose of gifts if they are not acceptable or needed. Gifts of religious items will be accepted with the same stipulations that are applied to other gifts.

The Library cannot accept storage responsibility for books or other items owned by groups or individuals.

Offers of gifts of special collections of library materials and/or furniture, etc., will be referred to the Board of Trustees for consideration.

The use of gifts of money will be subject to the direction and discretion of the Board.

Gifts that have been accepted become the property of the Library and may not be removed or relocated except by the Director.

Gifts are generally tax deductible and donors may request a receipt. However, the Library cannot appraise donations for tax purposes.

Reviewed December 13, 2018