

Guernsey Memorial Library	Section #	
Manual Name Library Policy Manual	Date Issued:	Subsection
Section Donations	Date Revised: 6/14/2007	Page
<p>The library will accept gifts under the following conditions:</p> <ol style="list-style-type: none"> 1. Gift materials will be judged by the same material selection standards that apply to purchased materials. 2. No gift materials will be accepted for which the donor places restrictions or special conditions. 3. Memorial gifts of money will be accepted for purchase of materials. Funds will be subject to the material selection standards of this policy. 4. Gift materials will be accepted with the understanding that this library reserves the right to utilize them in accordance with its selection policy. Gift materials may be added to the collections, sold, given to other libraries, or discarded. 5. Gift items will be formally acknowledged, if the donor wishes. This library will not estimate the value of gift donations for income tax considerations. The responsibility for this process lies with the donor. 6. Gifts of money, real property, and/or stock will be accepted if conditions attached thereto are acceptable to the Board of Trustees and are in accordance with all pertinent laws. 7. Personal property, art objects, portraits, antiques, and other museum objects may be rejected or accepted only on the condition that they may be sold, given away, or discarded at the discretion of the Trustees and the Library Director. 		
Revision Approved by Board: 4/11/2013		