

<b>Guernsey Memorial Library</b>	Section #	
Manual Name Library Policy Manual	Date Issued: 3/05/2014	Subsection
Section Fundraising Policy	Date Revised: 3/17/2014	Page 1 of 1
<p><b>Fundraising Policy</b></p> <p>Solicitation, petitioning, peddling and other interactions in pursuit of selling goods or services or, entreating library patrons or staff by organizations other than the Library itself, are prohibited in the Library and on Library property.</p> <p>No organization or individual shall be permitted to place in the library a box, receptacle, or canister which solicits or advocates consideration of any product or item sold by any commercial or charitable enterprise. However, posters announcing bazaars or programs sponsored by local educational, cultural, religious, fraternal, or nonprofit groups may be displayed providing there is room for them and they are of suitable size. These displays shall be on a “first come, first serve” basis and requests for permission should be made to the Director.</p> <p>Groups using the meeting room may not charge an admission fee, solicit charitable contributions or take up a collection. Exceptions to this must be presented in written form to the Board of Trustees. Performers contracting with the library for library-sponsored programming may offer program attendees the opportunity to purchase products related to the program on an unobtrusive, voluntary basis with Library Director approval. Reimbursement for cost of educational materials used by a group when presenting a program is acceptable.</p> <p>Fundraising inside of the Library and on Library property is limited to efforts conducted under the auspices of the Guernsey Memorial Library.</p> <p>Guernsey Memorial Library’s operating budget is voted upon and funded primarily by taxes collected from residents of the Norwich City School District, whom the Library is chartered to serve. As such, the Library feels that it is most appropriate to fund its programs and services from the tax rolls and to keep additional fundraising efforts, except in the support of special projects, to a minimum. Any special fundraising projects must be in support of special projects not fundable by taxpayer contributions and must be submitted to the Board of the Library for consideration and approval before they are undertaken.</p>		
Revision Approved by Board: 4/10/14		