

GIFTS

The same criteria used for purchasing materials and maintaining the collection is also applied to items donated to the Library. The Library will not automatically accept all donations. Even in the event that materials are accepted, the Library Director has the discretion of adding them to the collection, selling them at the ongoing book sale, giving them away, or disposing of them. This policy will be explained to anyone whose donations are accepted.

Any items donated to the Library and added to the collection will become the permanent property of the Library and will not be returned to the donor. Donated items and memorial purchases will be withdrawn under the maintenance policy like any regularly purchased items would.

Memorial gifts made to the Library are gratefully accepted – gifts of materials must meet collection criteria and gifts of money will be used to purchase materials. All memorial items will have suitable nameplates placed in the book at the donor's request.

The Library will not accept donations of computers, equipment, furniture, lighting, art work, plaques, family scrapbooks, or other memorabilia unless OK'd by the Director and/or the Library Board.

The Director will inform the Board of all donations at the next scheduled Board meeting and the donors will be noted in the minutes.

Donations to the Sturm Memorial Library are tax deductible; however, the Library cannot establish the value of such donation. Donors may wish to consult the IRS publication # 561 "Determining the Value of Donated Property" and # 526 "Charitable Contributions" regarding the determination of values for donations. The Sturm Memorial Library will issue a receipt for donations upon request.