

# LIBRARY OPERATIONS POLICIES

## GIFTS AND DONATIONS POLICY

Adopted 07.19.2021 | Revised 00.00.0000

The Finney County Public Library (FCPL) welcomes and encourages monetary donations, bequests, endowment funds, and donations real estate or property, services or materials from individuals, groups, foundations, or corporations. All donations will be evaluated for appropriateness in light of the FCPL's mission and all other existing policies. Gifts shall not be a substitute for adequate local funding, but a way for the community to give back to the FCPL.

The FCPL and staff are under no obligation to accept gifts, items, or funds and reserve the right to refuse any donation.

Gifts valued at \$5,000 or less will be reviewed and accepted by the Director (or designee).

Gifts valued over \$5,000 as well as conditional gifts will be reviewed and accepted by the Finney County Public Library's Board of Trustees, upon the recommendation of the Director.

Donors who wish to receive a tax deduction for gifts must follow current tax law.

Donations of physical items, including books and other material donations, are accepted with the understanding that ownership passes to FCPL.

The FCPL reserves the right to decide use, condition of display, and final disposition of all donated material it receives. Donations are accepted with the understanding that they will be evaluated according to the same standards used for purchased materials and that they are freely given with no conditions attached. The FCPL may provide a receipt acknowledging the number of donated items, and, as indicated above, will not appraise or estimate the value of donations for tax or other purposes.

The FCPL may forward items deemed unusable to FCPL support groups or outside agencies/organizations. Donations will not be returned to the donor.