GIFTS AND DONATIONS POLICY

Gifts of Books:

The North Sioux City Community Library accepts gifts of books and other materials with the understanding that they will be added to the collection if appropriate and needed. This is at the discretion of the director. The same criteria used in collection development will be applied to gifts. If they are not needed, they will be disposed of as library staff deems appropriate within the guidelines found in SDCL 14-2-49. Unneeded gift books may be donated to the Friends of the Library book sales.

Memorials:

The library encourages individuals to donate funds for the purchase of materials or other items to honor friends and loved ones. Gift books as memorials give the library an opportunity to add both needed titles and those that the library would not ordinarily be able to afford. Donors may suggest a specific item to purchase, or a field of interest held by the person being memorialized may be suggested. Final decision on what is purchased lies with the library.

Each item purchased with gift funds can have a bookplate identifying the person being honored and the donor if they so choose.

By law, the library is not allowed to appraise the value of donated materials, although staff can provide an acknowledgement of receipt of the items if requested in advance by the donor. The donor wishing such a receipt is required to furnish an itemized inventory list with his or her donation.

The director on behalf of the library board may accept unconditional gifts, donations, and contributions made to the library. The director without approval of the library board may accept conditional gifts or donations of up to $500. Gifts exceeding $500, with special conditions, will need board approval.