



## Material Donation Policy

- Any donated materials must be consistent with the library's policies.
- Materials purchased by the donor for presentation to the library will be gratefully accepted provided they meet the library's selection policies, in the opinion of the professional staff, they enhance the value of the library's collections.
- Donated materials are evaluated according to the same criteria that are applied to purchased material. Donated materials which have not undergone the library's selection process will be disposed of at the discretion of the library. Books not added to the library's collection may be sold at the ongoing book sale.
- The library reserves the right to refuse to accept any materials.
- All donations become the sole property of the library.
- The library does not return or track the status of donated materials.
- The library will not accept donations with special conditions or restrictions.
- Material donations may be made between August and May each year.
- The library can accept 1 medium bag or box of books at a time from a donor.

### **The library is most interested in the following types of materials for inclusion in its collection or for possible resale:**

- Hardbound current novels
- Nonfiction books with current information
- Biographies and autobiographies
- Children's books
- Paperback books
- Books of local interest, including family histories and genealogy
- Media materials: audiobooks, videos, puzzles, etc.

### **Materials that we cannot use or even accept as they present a disposal problem:**

- Outdated informational books (medical, financial, educational, legal, etc.)
- Text books or encyclopedias
- Reader's Digest abridged or condensed books
- Books that are dirty, yellowed, tattered, marked in, musty, old or in need of repair
- Magazines or newspapers of any kind, including National Geographic
- VHS tapes or pirated videos
- Books discarded from other libraries