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Christopher B. Coleman, Mayor

Gifts

The Library welcomes gifts of materials, with the understanding that the same standards of selection are applied to gifts as to materials purchased for the collection. If gifts are accepted, they will be accepted without commitment as to their final disposition and with the understanding that they may not necessarily be added to the collection. The library may choose not to accept some gifts. Those gifts added to the collection will be housed in the agency the library deems most appropriate. They may be sold if not needed in the collection.

Prospective donors should contact the library to discuss appropriate donations and procedures before dropping off gifts. A general guideline is that materials should be less than three years old. All material should be in good condition. The library will give a donor an acknowledgment of receipt, which may be used for income tax purposes, stating the number and type of materials donated. The library does not assign a value to the materials. It is a donor's responsibility to determine the value of the donated materials.