

## Policy 3-2-2. Donated and Gifted Materials

*Adopted 2/21/19  
Revised 12/15/21*

### **Books and Materials**

JCLD may accept limited donations of books and other library materials as space allows. Donated items must meet current collection development criteria and be in excellent condition. Items in poor physical condition, outdated material formats, condensed/abridged titles, textbooks, magazines, and encyclopedias will not be accepted for donation. The library's acceptance of a donated item does not constitute an agreement to add it to the collection; the library will make all necessary decisions as to the retention, location, cataloging, and other considerations related to the use, disposition, and disposal of all donations. The library does not assess the value of gifts made to the library. Valuation should be determined by the donor.

### **Cash Donations**

Monetary donations may be made to the Josephine Community Library Foundation.

Donations to JCLD may be tax-deductible, and the library will issue a receipt upon request but will not appraise gifts. Acknowledgment of donated items for memorial purposes is also available by request. Sponsorship of the collection or materials must meet the selection criteria outlined in Policy 3-2-1.

### **Donations of Art**

JCLD has only a limited ability to store or display art and has limited ability to provide security. As display space is typically utilized to display artwork on loan from local artists, the library district generally does not accept donations of artwork.