

CARVER COUNTY LIBRARY
BOARD POLICY

Section: LB 15

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DONATIONS

Date Approved: 04/09/2024

Previous Policy Dated: 03/08/2022

Review Date: 04/2027

Monetary Donations:

The Carver County Library Board encourages monetary donations to the Library Foundation of Carver County or to Friends of the Library groups in each branch. These gifts enhance the Library system's services and programs.

Monetary donations may be unrestricted or designated to a particular program or service. The Library Foundation of Carver County will receive and acknowledge memorials and tribute gifts for system-wide programs, services, and gifts to individual libraries if requested. Monetary gifts to individual libraries through Friends of the Library groups may be managed and acknowledged by Friends of the Library groups.

The Library Foundation of Carver County handles planned gifts and bequests for Carver County Library. The Foundation will work closely with both the donor and appropriate library staff to steward such donations.

Donations of Books and Other Materials:

Donations of books and other materials may be made directly to Carver County Library. The Library accepts these gifts with the understanding that selection guidelines are applied to gifts in accordance with the criteria applied to purchased materials. Gifts become the property of the Carver County Library and are not returned.

The donor will be given a letter explaining the gift policy for tax purposes, if requested. The Library does not provide appraisals of gifts or potential gifts.

Donations of Public Art:

Proposals to commission art for display at a library are subject to the Library Director's recommendation to the Library Board prior to commissioning. The final decision to accept and utilize donated art in libraries is determined by the Library Board subscribing to Carver County Art policy standards.

The Director may organize an Art Selection Panel which will include members from the Library Board, Library Foundation, Friends of the Library, and/or community members at large if warranted.

Library Incentives or Prizes:

The Carver County Library System uses donations from the Library Foundation of Carver County, Friends of the Library groups, grants, and other donors to purchase incentives and prizes for the public.

The small promotional items with nominal value are incentives or prizes to foster participation in and reward completion of programs. This supports the library's goal of fostering literacy. Incentives and prizes will be distributed in a fair manner.

If the value of the individual incentive and prize is under \$5, the Library Director can approve the items and distribution. If incentives and prizes exceed \$5.00 in value, they will be brought to the Library Board for consideration.