

### **Gifts**

The Poughkeepsie Public Library District accepts gifts under the following conditions:

1. Gifts of library materials (books, magazines, tapes, etc.) will be accepted with the understanding that the Library District reserves the right to add them to the collection, distribute them to other libraries, sell them, or give them away. Gift materials will be evaluated by the same selection standards that apply to purchased materials.
2. Other gifts may be accepted as follows:
  - a. Unrestricted monetary gifts and gifts of securities or investments will be accepted in accordance with Board of Trustees established investment policy. Donations of this nature will be referred to the Board of Trustees for approval.
  - b. Restricted gifts may be accepted. The Library Director will accept restricted donations which fall within the established collection guidelines or previously established Board of Trustees policy. Donations with unusual restrictions will be referred to the Board of Trustees for consideration.
  - c. Gifts such as, but not limited to, real and personal property, art objects, portraits, antiques and other collectibles will be accepted only on the condition that they may be sold, given away, or discarded at the discretion of the Board of Trustees. Such gifts require advance approval of the Board of Trustees.
3. Gifts will be formally acknowledged if the donor wishes. The Library District, or its agents, will not appraise or estimate the value of gift donations. The responsibility for such assessment lies with the donor.
4. The Library Director shall report to the Board of Trustees all gifts and donations.
5. The Board reserves the right to reject any gift.