



## **GIFTS AND MEMORIALS**

### **GENERAL**

Desert Foothills Library is grateful for gifts, and its collection has been enriched by donations of materials as well as by monetary contributions. Through donors, the library has been able to acquire materials which could not have been purchased otherwise.

### **GIFT OF BOOKS AND AUDIO VISUAL MATERIALS**

In accepting a gift of materials, the library reserves the privilege of deciding whether items donated should be added to the collection. The material will be judged by the same standards of selection as those applied to the purchase of new materials. Desert Foothills Library accepts donations with the understanding that items which are useful to the library collection will be retained and other books disposed of in whatever manner the Director deems best. The Library necessarily reserves the right to interfile gifts with other collections on the same subject, so that all collections are organized and classified according to library standards for the best public service.

### **GIFT BOOK PROGRAM**

Desert Foothills Library welcomes monetary contributions specifically for book purchases in memorial to or in honor of named individuals. In order that the library can properly honor the generosity, the Development Office should be contacted.

### **GIFT OF ART OBJECTS AND OTHER TYPES OF MATERIALS**

Although such gifts are usually welcomed and valued, final decision on their acceptance rests with the Director.

### **DONATIONS—OTHERS, E.G. MONETARY**

Desert Foothills Library welcomes cash contributions, gifts of real estate property, stocks, and bonds. It is our custom to expend cash gifts on materials, equipment, or a project which is acceptable to the donor. Although it is unlikely, there may be an occasion in which the restrictions set by the donor make it impossible for the library to accept the contribution. All donations are subject to the approval of the Director.

### **USE OF GIFTS**

All gifts are accepted with the understanding that it may someday be necessary that they be sold or disposed of in the best interest of the library. The Desert Foothills Library cannot commit itself to perpetually housing a donation.

The library cannot appraise the value of a donation of materials or art. It will, however, issue the donor a letter acknowledging the donation. It is the donor's decision whether he or she will determine the value of the donation or utilize an independent appraiser.

### **RESTRICTION**

No donation can be accepted unless it is given to the library without restrictions unless the Director has specifically adopted an agreement to do so. All gifts may be used, sold, or disposed of in the best interest of the library. All donations are accepted only if, in the opinion of the Director, they are in the best interest of Desert Foothills Library.