

Gifts and Donations

The library accepts donations of books and other collection materials as well as monetary contributions.

Donations of Books and Other Collection Materials: The library accepts donations of books and other collection materials with the understanding that they will be added to the collection only if needed. The criteria used in the library's Materials Selection Policy are applied to donations.

Donated books and collection materials become the property of the library and the library reserves the right use and dispose of them in the manner most useful to the library. This could include adding them to the collection, sending them to other libraries or institutions, placing them for resale, or disposing of them.

Memorial gifts of books or money are also accepted with suitable bookplates placed in the book by the library. Specific memorial books will be ordered for the library on the request of a patron. Book selection will be made by the Library Director if no specific book is indicated.

By law, the library is not allowed to appraise the value of donated materials, although it can provide an acknowledgement of receipt of the items if requested by the donor.

Gifts and Endowments: The purpose of gifts to the library is to enrich its services, resources, and facilities beyond what would normally be available through public funding.

Gifts or endowments are intended for programs, services, special equipment, collections, and improvements to facilities which are not part of the normal operation budget.

Any gift or endowment given to the library shall be under the control of the Board of Trustees of the Taylor Memorial Library and be used under its direction. Donors may be offered a choice of options to allow flexibility in use.

Gifts or endowments shall not be spent for on-going maintenance or operational costs of the library.

All gifts or endowments shall be acknowledged by the recipient. Individual, organizational, and corporate contributions are welcomed by the library subject to these guidelines and policy. As part of the municipal government of the Village of Taylor, all funds donated to the library will be used for public purposes and are therefore tax deductible according to IRS regulation.