

ELWOOD PUBLIC LIBRARY

1929 JERICHO TURNPIKE | ELWOOD, NY 11731 | www.elwoodlibrary.org | 631.499.3722

GIFTS AND DONATIONS

The Elwood Public Library welcomes financial and material donations.

Financial donations:

All gifts will be used at the Library's discretion unless the donor requests a special usage agreement. For donations of \$10,000 or less this agreement can be made between the donor and the Director. For gifts of more than \$10,000 the Board of Trustees must approve the agreement.

Materials donations:

The Library may accept donations of library materials. The Library will choose to accept materials based primarily on the condition of the item, the popularity of the item, the accuracy and currency of the information contained in the item and whether the item complements the current holdings in the Library's collections.

The Elwood Public Library retains full control over all donated materials. Donated items can be added to the Library's collections, given to other institutions or disposed of in other ways at the sole discretion of the Library. No agreement will be made to waive this control.

The Library will acknowledge all donations in writing. Only in the case of financial gifts will monetary values be assigned. It is the responsibility of the donor to have materials appraised before donating them to the Library.

Adopted 7/17/03

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