

GIFTS and DONATIONS POLICY

The Chesterfield Township Library may legally receive gifts as authorized by the Public Library Gifts and Donations Act 136 of 1921 (MCL 397.381 *et seq.*). Chesterfield Township Library accepts monetary gifts as well as certain gift materials that meet the needs of the Library and are in accordance with the Library's mission. Gifts must be unconditional and non-returnable to be used for the good of the Library as a whole, and housed in the most appropriate location. Gifts of money are acknowledged formally by the Chesterfield Township Library Director.

Gifts for the Collection

The Chesterfield Township Library will accept donations of materials and funds to purchase materials. Gifts of materials and donated items become the property of the Library. The Library reserves the right of determining if, and in what manner, the donated items should be used. No conditions may be imposed relating to any gift. Items deemed inappropriate for our collection may be refused or passed on to another institution or library, or the Friends of the Library for their sale(s).

Gift materials not accepted into the Library collection may be disposed of at the staff's discretion. Gift materials accepted into the collection may be disposed of without notification to the donor. No monetary appraisal is made of materials donated for the collection. The quantity of gift materials may be acknowledged for tax purposes at the request of the donor.

Gifts of money, including memorial gifts, for the purchase of collection materials are accepted by the Library with the understanding that the Library retains the right to select materials it deems appropriate for the collection.

Other Gifts

Donations of equipment, furniture, and other artifacts will be accepted provided they meet the needs of the Library and are in accordance with the Library's mission. Donations that do not meet the Library's criteria will be disposed of as the Library deems appropriate.

Approved: September 20, 2017
Chesterfield Township Library Board of Trustees