

Lamar County Library System Donations Policy

GIFTS (ADOPTED BY LIBRARY BOARD OF TRUSTEES 5/17/2005)

Within the guidelines of Mississippi State law, the Lamar County Library System Board of Trustees sets forth the following policies:

1. Gifts of books and other materials become the sole property of the Lamar County Library System and are accepted as donations to be added to the collection, donated to the Friends of the Lamar County Library System, or disposed of, as deemed appropriate by the Library Director and/or professional staff. This includes books and other materials donated in memoriam to the library. (See "Materials Selection Policy.")
2. Gifts of money, real property, and/or stock certificates will be accepted if conditions attached to such gifts are acceptable to the Board and/or other governing bodies involved.
3. The library will not accept materials that are not outright gifts, with the exception of special exhibits or collections which, upon approval of the Library Director, may be set up by the owner for a limited, specified period of time at the owner's risk.
4. When so desired, appropriate plaques are placed in gift books and letters of appreciation are sent to both donor and honoree. In the case of memorial books, letters of appreciation are sent to both donor and family of honoree.
5. Gift books will be shelved with the regular collection.
6. The Library reserves the right to decline any gift.
7. Lamar County Library System is not in a position to give value estimates on gift materials. Such estimates to be accurate require expert knowledge of the book market and of rare books in particular. This is not the type of expertise normally required of public libraries. Lamar County Library System will be happy to give receipts for any gifts for income tax purposes; such receipts will identify and acknowledge gifts without appraising values.