

Policies

GIFTS POLICY

**Approved: Amended 12/8/1982. Reviewed and Revised 5/21/2003;
8/20/2008; 1/16/2013; 6/20/2018; 6/21/23
Review Date: 2028**

1. Books and other materials will be accepted on the condition that the librarian has the authority to make whatever disposition deemed advisable. (See policy on selection of library materials #3)
2. Gifts of money, real property, and/or stock will be accepted if any conditions attached thereto are acceptable to the Library Board (and the City of Merrill in cases where the City would incur accounting obligations.)
3. Personal property, art objects, portraits, antiques, and other museum objects will be accepted with the approval of the Library Board.
4. The Library staff will not appraise gifts of books or other artifacts for the personal income tax records of donors. However, the Library may offer the donor a receipt for the number and/or description of items donated. Donors will be responsible for obtaining their own appraisals.