



## **Gifts and Grants**

The Frank L. Weyenberg Library welcomes giving from individuals, corporations, businesses, and foundations. The Library uses donations to enhance services in accordance with the Library's mission. The Library accepts gifts with the understanding that no restrictions will be applied to the gift unless mutually agreed upon by the Library and the donor. Once a gift is accepted, the gift becomes the sole property of the Library.

Donations to the Library may not be solicited on behalf of the Library by anyone not specifically authorized to do so by the Library Board of Trustees or Library Director.

### **Money or Other Assets**

Donations given to the Library may be unrestricted or earmarked for specific purposes. Donations may include, but not be limited to, money, art, jewelry, stocks, or bonds. Donations may be made in honor or in memory of an individual or group. The Library will work with the donor to identify mutually agreeable purchases or projects, as well as to appropriately acknowledge the donation with book plates, plaques, naming rights, or co-sponsorship opportunities. Groups or individuals interested in setting up funds for long-term purchases of materials or arrangements in which proceeds from investments are utilized should contact the Library Director.

### **Collection Materials**

The Library accepts new or used books and media materials in "like new" condition. Once accepted by the Library, donations become the sole property of the Library and may be handled in any way the Library deems appropriate. Persons with collections of local history materials or special subject collections should contact the Library Director to discuss potential donations.

Donations of materials may not be made in lieu of paying outstanding debts to the Library. It is the responsibility of the donor to determine the tax implications of a donation. The Library will provide, upon request, a statement describing the gift.

Gifts resulting in ongoing costs to the Library outside normal operating expenses (such as staffing or special maintenance) require Board approval. The Library Board of Trustees or staff reserve the right to refuse potential donations not deemed in accordance with library needs or policies.