



<<POLICIES>>

GIFTS

Under the Pennsylvania Library Code, Article IV, Section 416, the Board of Trustees of the Tredyffrin Township Libraries may accept donations of “books, money, personal property or real estate” for the benefit of the library. “...[I]n the absence of restrictions by the terms of such donation, deed, gift, devise or bequest, the said property shall be controlled and administered by the [Board of Trustees].”

Accordingly, the Tredyffrin Township Libraries welcomes all donations that further the ability to provide library service.

Director’s Authority

The Library Director or designee shall be the agent and administrator on behalf of the Board of Trustees for all donations, deeds, gifts, devises or bequests. Restrictions that a donor imposes on any donations, deeds, gifts, devises or bequests are subject to approval by the Director.

Gifts of Books and Other Materials

Gifts of books, software, periodicals or audiovisual materials are sometimes added to the library’s collection in accordance with its Collection Development Policy. The majority of such gifts are sold at book sales by the Friends of Tredyffrin Public Library, Friends of Paoli Library or staff to generate funds to aid the library. Disposal of materials is at the discretion of the Library Director without notification to the donor.

Special gifts of books or other library materials in memory or honor of individuals or groups may be accepted, and appropriate notation placed on them, at the discretion of the Director or designee.

Limitations of Gifts

The Library will not accept special collections of books or other library materials if a condition of such a gift is that the materials be identified and kept together as a physical entity. Gift collections of books and other library materials will be accepted with the understanding that they may be integrated into the general collection.

The Library is under no obligation to accept donations, deeds, gifts, etc. which, if they feel acceptance of such donations, deeds, gifts, etc., will not be of benefit to the library.

Appraisals

The appraising of a gift to the library for tax purposes is the responsibility of the donor. The acceptance of a gift which has been appraised by a third party does not in any way imply an endorsement of the appraisal by the Board of Trustees.



Expenditures

Unrestricted gifts to the library may be used for any purchases which, in the Board of Trustees' and/or Director's judgment, are designed to enhance the library's operations.