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GIFT POLICY

The board of trustees, the staff and patrons of the library are grateful for donations received. The library board of trustees accepts gifts with the understanding that it may utilize them in accordance with the library's needs and that they become the property of the library. The director shall decide whether or not to add gift materials to the collection. The board of trustees reserves the right to refuse gifts. Library staff aid in the selection of appropriate material for a memorial or recognition gift to the library.

The board of trustees will determine the use of all monetary donations.

Upon request, the library will furnish a receipt for donated books or materials but it will not place a cash value on them.

Adopted by the Newark Public Library Board of Trustees September 19, 2013

Amended by the Newark Public Library Board of Trustees September 10, 2020