

## **GIFT POLICY**

Apache Junction Public Library actively solicits gifts of print materials, non-print materials and other donations to assist in the enrichment of the library's collection and the provision of needed equipment. Gifts will be accepted on the following conditions:

- A. that the Library Director or designee has the authority to make whatever disposition of the gift he or she deems advisable,
- B. that no restrictions as to placement or use are made by the donor, and
- C. that the library will accept no materials for deposit that are not outright gifts

A bookplate will be placed in a donated volume to indicate the donor and/or person being recognized by the gift upon the donor's request once the Library Director or designee has approved the volume for addition to the collection.

No material of any kind will be placed in the library without permission from the librarian.

Gifts such as real property and/or stock will be accepted if conditions attached thereto are acceptable to the Library Board and to the City Council. Prior to the acceptance of any cash gift exceeding \$1,000, the Library Director or designee will present the offer to the Library Board for its approval. The participation of the public through donations is an important enhancement of the well-being of the Apache Junction Public Library.

The library regrets that it cannot appraise gifts, but will upon request provide the donor with a statement describing the gift.