

DONATIONS OF BOOKS AND LIBRARY MATERIALS POLICY
ULYSSES PHILOMATHIC LIBRARY

The Ulysses Philomathic Library gratefully accepts books and other library materials under the following conditions:

Donors of books, CDs, DVDs, games and picture puzzles are to deliver these items during regular operating hours of the library.

The library does not accept magazines, cassettes, videos, Readers' Digest Condensed books, encyclopedias, textbooks or Harlequin romances.

When the library accepts books or other materials, it is with the understanding that these items will not necessarily be added to the collection. The library staff will determine the use or distribution of donated library materials. Materials which are not added to the library's collection may be donated to the book sale.

The library will provide a written acknowledgement of donation received if requested, but will not appraise or estimate item value. This responsibility rests with the donor.

First approved by Board of Trustees 01/16/02

Approved as amended by Board of Trustees 10/18/16

Last reviewed by Policy Committee 04/26/16