

## **Cabarrus County Public Library Gift Policy**

The library encourages the interest and involvement of citizens and organizations in its service program through contributions of book or non-book materials for collections, appropriate gifts which will enhance the physical environment, and bequests, trusts, or donations of monetary or other assets for library purposes.

Gifts of miscellaneous books or other materials are accepted with the understanding that items which are not added to collections will be disposed of at the discretion of the library.

Gifts of a more specific nature, such as furniture, equipment, special collections and real property, shall be referred to the director for acceptance. When funds are donated for specific purposes, the amount and nature of the expenditure must be approved in advance. The gifts become wholly the property of the Library and may be sold, transferred or destroyed by the Library.

The Library may receive unrestricted donations of artwork that complement the mission of the Library. The library director may determine to consider, on an ad hoc basis, whether to receive a particular gift.

Artwork might include paintings, sculptures, photos, drawings, illustrations and crafts. Acceptance of artwork is subject to these conditions:

- The Library will not promise the temporary or permanent exhibition of any object.
- Gifts must be accepted without any reservations.
- The gifts become wholly the property of the Library and may be sold, transferred or destroyed by the Library.
- If an item is sold, proceeds will be used to benefit the Library.
- The Library is under no obligation to store or conserve any object.
- The Library will acknowledge all gifts with a formal receipt but will not assign a monetary value to the gift or include such information on the receipt.
- The donor must waive all liability against the Library for any possible cause of action or claim concerning the gift.