

Franklin Public Library

Gift Acceptance Policy

The Franklin Public Library at the discretion of the Library Director, Board of Library Directors and/or the Town Administrator gratefully welcomes cash donations, and/or bequests and library materials for the growth and development of the Library.

The acceptance of gifts does not constitute or imply endorsement of any service, product or business of donor. Publicity given to such gifts or donations must not be of the donor's services or products.

No solicitation of funds may be undertaken by any party on behalf of the Franklin Public Library without prior approval of the Board of Library Directors. Any-one undertaking an approved fundraising event must provide an accounting within one month of such event and remit the proceeds within two months of the event.

Gifts accepted will become the property of the Franklin Public Library and come under the full control of the Library. Gifts will be accepted only if they:

- are unrestricted or, if restricted, are appropriate to the mission of the Library
- are irrevocable
- Do not involve significant additional expense for their present or future use, display, maintenance, or administration.

The Library has the sole discretion to determine whether materials gifts (including but not limited to print and non print) will be included in the collections. Gift of materials will be judged by the same materials selection standards that apply to library purchased materials. If books cannot be added to the library collection, the Library will dispose of them or offer them for sale with proceeds going to the library.

Persons wishing to donate real estate must confer with the Town Administrator.

Computers, computer equipment, software and other technologies will not be accepted to assure the standardization of computer equipment, and adherence to software licensing agreements.

Upon request, the Library will give donors a receipt acknowledging their donation.

I have read the Franklin Public Library Gift Policy and by making my donation, (gift) I agree to the stated conditions for acceptance of my donation(s).

Name: _____

Signature: _____ **Date:** _____

Approved, November 27, 2017

Revised October, 23rd 2017