

## **Luther Area Public Library Gifts and Donations Policy**

The Luther Area Public Library gladly accepts unrestricted gifts of real or personal property, which it can use to help fulfill its mission. The Library will try to comply with the wishes of the donor, but reserves the right to determine how the gift can best be used.

1. Property which cannot be put to use will be converted to cash as soon as it is practical. Funds will be invested according to regulations of the State.
2. Memorial contributions will be used to purchase new library materials. Memorial contributions may also be used to purchase Library furnishings and equipment.
3. The Library will not appraise the value of gifts on behalf of the donor.
4. Acknowledgement of a donation or memorial may take any or none of the following forms at the discretion of the Library and/or the donor.
  - a. A special program or media campaign to announce the donation.
  - b. Library bookplate(s) with the donor's name.
  - c. Acknowledgement in a Library promotional publication, display, advertisement, web page or banner.
  - d. Announcement at a Library program.
  - e. Inclusion in writing on the Giving Tree display in the Library.

Adopted by the Luther Area Public Library board on: February 16, 2012