



<b>MNG-4 Gifts and Donations</b>
<b>Effective: February 14, 2023</b>
Supersedes: MNG-4, Donations/Gifts to the Camden County Library (policy renamed 3/9/22); COL-2, Gifts of Library Materials and Donations for the Purchase of Library Materials (policy rescinded 3/9/22); 9/11/12; 11/1/07; 12/13/05

**Policy Statement:** The Camden County Library gratefully accepts gifts and donations that support the Library's mission, vision, core values, and policies. Gifts and donations enhance the Library's services and resources.

**Regulations:**

1. The Library Director will be the agent and administrator of all gifts and donations accepted by the Library.
2. All gifts and donations must be consistent with and support the Library's mission, vision, goals, policies, and core values.
3. Gifts and donations, monetary or otherwise, with a value of \$500.00 or more will be subject to approval by the Camden County Library Commission.
4. Gifts and donations will be accepted only if the conditions of such gifts and donations are acceptable to the Library Director and the Camden County Library Commission.
5. If a gift or donation is accepted by the Camden County Library or the Camden County Library Commission, the gift or donation shall be final. There shall be no conditions or restrictions on the Library's ownership, possession, use, or disposition of the gift or donation. Gifts and donations become public property and may be disposed of as provided under NJSA 40A:11-36 without notification to the donor.
6. Decisions to accept tangible gifts shall be based on such criteria as need, impact on staff time, space and storage considerations, future maintenance costs, and frequency of maintenance.
7. The Library may accept gifts and donations of books and Library materials. Acceptance will be based on selection criteria set forth in the Library's Collection Development Policy, COL-1. No conditions regarding the material's location, use, or eventual withdrawal from the collection or building may be imposed by the donor. The Library has the right to refuse donations of books or library materials.
8. IRS regulations prohibit the Library from assigning monetary value to donated items. The Library will provide a statement acknowledging receipt of the gift, but the statement will not contain a statement of value.
9. The Library does not accept or distribute free incentives/coupons or branded giveaway items from for-profit organizations and businesses.