

Gifts

Board of Trustees

The Weber County Library Board of Trustees solicits and welcomes gifts subject to the following guidelines and criteria:

It shall be the responsibility of the Library Director to determine the disposition of all gifts— whether a gift shall be accepted or rejected, how the gift will be processed and housed, how the gift shall be made available to the public, etc. Upon acceptance of any gift, it is understood that the donor relinquishes ownership and control and the item becomes the property of the library system.

Criteria to be considered in accepting gifts include the needs of the library, installation or technical processing costs, housing and space requirements, maintenance requirements, and accompanying restrictions, if any.

If it is necessary to decline a gift because it does not meet the criteria for acceptance, potential alternative institutions or collections may be suggested or special exceptions may be negotiated.

The Library Director shall dispose of gifts with deliberate attention to the goals of the library system. Gifts may be added to the library system; exchanged with or sold to dealers, libraries, or other institutions; used in outreach services; sold at public sale; or destroyed.

Tax receipts shall be provided upon request. However, it shall be the responsibility of the donor to keep the records necessary to document the value of each donation for the Internal Revenue Service.