

# Red Feather Mountain Library District

## Book and Material Donation Policy

*Revised and approved by the Red Feather Mountain Library District Board of Trustees on January 24, 2023.*

Red Feather Mountain Library District encourages and appreciates the donation of materials to the library.

However, not all materials are appropriate for the library or will be accepted by the library. The Library Director makes the determination on whether any donation will be accepted in whole or in part.

Those items deemed suitable will be incorporated within the library's collection. The disposition of other donated materials (in order of precedence) are The Friends of the Red Feather Lakes Community Library for fundraising through used book sales; other appropriate organizations; recycling and/or permanent removal.

Criteria for inclusion is based on the Library's *Collection Management Policy*.

Items donated to Red Feather Mountain Library District become the property of the Library District and the future use and management of those items is unconditional, including the eventual disposal of material. No special arrangements, shelving, marking or display is permitted outside of limited or temporary activities approved by the Library Director,

### **Revision history**

*Revised and approved by the Red Feather Mountain Library District Board of Trustees on January 24, 2023.*

*Revised and approved by the Red Feather Mountain Library District Board of Trustees on July 22, 2015.*

*Reviewed previously August 22, 2012 and February 25, 2009. Initially adopted September 27, 2006.*