

## Gifts

Libraries have a long history of public support. Southold Library is happy to consider gifts and bequests from the public.

Gifts will be accepted if they meet the needs of the collection, and are judged to be acceptable by the criteria of selection used for purchased materials.

All non-monetary gifts (including books, personal property, art objects, portraits, antiques, and other collectibles) will be accepted only on the condition that they may be sold, given away, or discarded in any other fashion determined by the Library Board of Trustees and the Library Director.

Monetary gifts, bequests and memorial or honorary contributions are particularly welcome. Funds donated will be used at the discretion of the library. Materials purchased with bequests and memorial or honorary contributions will be identified with special gift plates. Notification of memorial or honorary contribution will be sent to the family of the person being recognized.

Letters of receipt will be given. The library will not designate a monetary value to any gift. If items being donated involve a tax benefit, it is the donor's responsibility to establish fair market value.

*Adopted by the Board of Trustees 10/98; reviewed 11/04, 11/06, 6/08, 7/10, 9/12, 4/14, 3/19; revised 1/22*