



## **Grundy County Jewett Norris Library**

Gifts and Donations Policy, Page 1 of 1

Approved: August 21, 2025

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The Board of Trustees actively encourages and solicits gifts, grants, and contributions to the Grundy County Jewett Norris Library which will further its mission and goals in serving the public. Financial gifts that are intended for the purchase of specific items, subject areas, or are in other ways designated, should be negotiated through the library director.

GCJNL welcomes books and archival materials that fall within the scope of its collecting activities and will enhance the strengths of its collections. Gifts of materials are accepted with the understanding that, once received, they are owned by the library. GCJNL reserves the right to determine their retention, location, cataloging treatment, and other considerations related to their use or deaccession.

All materials and gifts shall be subject to the same procedural consideration that is utilized when considering an item for purchase. Specific donations shall be considered with the explicit understanding that such factors as physical condition of the material, duplication of material, lack of community interest, processing costs, or inadequate space may prevent the addition or permanent retention of an item in the collection. GCJNL accepts donations with the understanding that the deaccession of any material the library cannot add or retain in the collection will be as the library deems appropriate.

Accepted items will be added to the collection and housed at the Grundy County Jewett Norris Library, to be available for use, and to be administered in accordance with GCJNL's policies.