

BARRINGTON PUBLIC LIBRARY

Gift and Donation Policy

General

Gifts and donations from patrons and the local community provide important support for the Barrington Public Library and ensure it continues to serve future generations. Gifts and donations supplement, but do not replace, the library's annual operating funds from the Town of Barrington.

The library accepts monetary donations and gifts of books and other materials that enhance our collections, services or facilities as described in the guidelines below. The library reserves the right to refuse any gift or donation that the Library Director and Library Board of Trustees deem not in the best interest of the library. All donations and gifts to the library shall be final and no restrictions on the library's ownership, possession, use or disposition shall be in effect other than those approved by the express vote of the Board of Trustees.

The Barrington Public Library accepts gifts and donations throughout the year as well as legacy gifts, which are typically made through a bequest or other charitable instrument.

Per RSA 202-A:4-d, the Town of Barrington adopted (March, 1997) the provisions permitting the Library Board of Trustees to accept personal property. The Town also adopted (March, 1999) the provisions of RSA 202-A:4-c permitting the Library Board of Trustees to accept unanticipated funds. In accord with these statutes, the Trustees will hold a public hearing on the acceptance of gifts valued at or over \$5,000 prior to acceptance.

Guidelines

1. Books / Materials: The library accepts donations of books and other materials, per our Collection Development policy. The library retains the authority to accept or reject gifts with the understanding that the same standards of selection are applied to gifts and donations as to materials acquired by purchase.

2. Art and decorative objects: Because of the library's limited display and storage areas and focus on its primary mission, potential donors of art and decorative objects are requested to discuss gifts of this nature with the Library Director and Library Board of Trustees. Gifts that require extensive, regular special care or conservation will not be accepted.

3. Recognition gifts: The library welcomes monetary gifts intended for the purchase of materials for the collection in recognition of or in memory of individuals or organizations. The library staff will choose items which accommodate the donor's subject preferences; specific titles may be purchased if the requested materials meet our Collection Development policy.

4. Legacy gifts: Legacy gifts are typically to be made through bequests, trusts, charitable remainder trusts and other charitable instruments. As these are planned gifts, it is advisable to discuss legacy gifts at the time they are being set up in order to ensure all requirements of both the donor and the library can be accommodated.

5. Valuation: The library will provide written acknowledgement of the receipt of gifts to the donor and, upon request, to a recognized individual or organization. No determination of the

value of an in-kind (non-monetary) gift or donation will be established or offered by the library. Potential donors may wish to have their items appraised prior to donating them.

6. Future disposition of gifts: The library will not guarantee that any gift will remain a permanent part of the collection, furnishings, building or grounds. Excess or unwanted items may be offered to other town departments, given to the Friends of the Library, donated to another community agency or organization, or otherwise disposed of at the sole discretion of the Library Director and Board of Trustees.

Fundraising

The Barrington Public Library Board of Trustees acknowledges and appreciates efforts to raise funds on behalf of the library. Only the Friends of the Barrington Library and the Barrington Library Foundation, both formed as 501(c)(3) organizations to support the Barrington Public Library, are allowed to engage in fundraising activities in the library or on library grounds. To the extent possible, the library will help the Friends and Foundation in their endeavors to raise money for the library, for example by selling raffle tickets and posting information about fundraising events.

Fundraising of any type by other persons and organizations to benefit the Barrington Public Library will be reviewed by the Library Board of Trustees on a case-by-case basis. Fundraising activities to benefit civic, welfare, youth or charitable organizations based in or serving the Town of Barrington and proposed to be held at the library will be reviewed by the Library Board of Trustees on a case-by-case basis.

Approved by Trustees June 20, 2023