



## Gifts and Appraisal Policy

*Approved 9/13/2016*

*Revised 11/27/2018*

The Bullitt County Public Library system welcomes and is grateful for gifts and donations. Donated items will undergo consideration to be added to the collection in accordance with the Materials Selection Policy of the Library. Once donated, items become the property of the Bullitt County Public Library system. Donated items will not be returned to the donor and the library will not accept any item that is not an outright gift. The Library will acknowledge receipt of donated items but is unable to set fair market or appraisal values. It is recommended that the donor make a list of items donated. If items are being donated to obtain a tax benefit, it is the donor's responsibility to establish fair market value or obtain expert assistance in establishing any value. The Library also reserves the right to decide when a gift added to the collection must be withdrawn.

Monetary gifts, bequests, and memorial or honorary contributions are welcome. Funds donated will be used to purchase items in accordance with the selection policy of the Library. A list of books, videos, and other materials purchased with bequests and memorial or honorary contributions will be sent to the family of the person being recognized, if requested. Suggestions for subject areas or other areas of interest are welcome and will be followed to the extent possible.

Acceptance of donations of substantial value, such as equipment, real estate, stock, artifacts, works of art, collections, etc., will be determined by the Board of Trustees based on their suitability to the purposes and needs of the library, laws and regulations that govern the ownership of the gift, and the Library's ability to cover insurance and maintenance costs associated with the donation.